



# **CITY OF FAIRVIEW, OREGON APPROVED BUDGET FOR FISCAL YEAR 2018-19**

## **BUDGET COMMITTEE**

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# City of Fairview, Oregon Fiscal Year 2018-19 BUDGET MESSAGE

I am pleased to submit to the Citizens of Fairview and their Budget Committee the Fiscal Year 2018-19 City Budget, my third budget as the City Administrator (Budget Officer) for the City.

I would like to acknowledge the work of Finance Director Lesa Folger, other Finance Department employees, and all of the Department Directors and their associated personnel who were involved in assembling this document. We look forward to working with the Budget Committee as you consider and approve a new budget to present to the City Council for consideration.

The Budget Message begins with a section summarizing issues that affect the entire budget.

Section I discusses:

- A. Fiscal policies involved in the preparation of the budget
- B. The City Council's goals and objectives

Section II is an overview of the full City budget; Section III highlights major aspects of the General Fund; Section IV addresses Special Revenue and Capital Projects Funds and Section V covers the Enterprise Funds. There are narratives at the beginning of each department budget that provide further information. We will also send the Budget Committee several Budget Information Papers (BIPs) that further discuss specific areas. We will reference both the BIPs and Council Goals throughout the Budget

## SECTION I CITY-WIDE BUDGET ISSUES

- A. **Approved Fiscal Policies:** Major fiscal policies reflect Council’s goal of maintaining the long-term fiscal stability of the City. Following this message are three documents that detail the Council’s current fiscal policies:
- 1) Financial Guidelines
  - 2) General Fund Ending Fund Balance Policy
  - 3) Excess Reserves Policy (General Fund)
- B. **City Council’s Goals and Objectives:** Following the fiscal policies are the City Council’s adopted goals and objectives for FY 2018-19. Council has identified seven (7) goals with a total of 18 objectives to be completed by June 30, 2019. As identified in BIP 18-005, nine (9) of the objectives have direct budget implications, two (2) are anticipated to be completed in the current Fiscal Year and the remaining seven (7) objectives do not have a direct budget appropriation, but their completion requires staff resources in the FY 2018-19 budget.

## SECTION II

## CITY-WIDE BUDGET OVERVIEW

The overall City budget for FY 2018-19 is \$24,734,237, an 11% increase over FY 2017-18. This increase is caused in part by the \$2.5 million Public Works Shop Project. If this project is removed from the budget the increase is only \$43,194. The total of the Beginning Fund Balances for all funds is \$11,394,720, a 4% decrease over FY 2017-18. The Beginning Fund Balances are 46% of all resources.

Total expenditures by categories are as follows:

Personnel	\$2,611,669
Materials and Service	\$7,149,494
Capital Outlay	\$4,851,121
Debt	\$ 272,881
Transfers	\$ 646,689
Contingencies & Reserves	\$7,473,981
Ending Balances	\$1,728,402

*Personnel Expenses* include a projected cost of living increase of 2.25%, an 8% increase in health insurance and an increase in Workers' Compensation and Unemployment Coverage rates. A new part-time temporary Parking Enforcement/Office Assistant has been added (BIP 18-021) and the 18 budgeted positions in the former Police Department are removed from the budget as part of the August 1, 2017 consolidation with MCSO (BIP 18-011). The Public Employees Retirement System (PERS) rates did not increase this year (BIP 18-004). All employees continue to contribute 10% of their health insurance premium. Personnel expenses not related to Police Services increased 3.1% for FY 2018-19, as compared to the FY 2017-18 budget.

## SECTION III

## GENERAL FUND

The proposed budget for the General Fund is one that focuses on continuing to support existing services, addresses City Council goals, and meets the Council's fund balance requirements.

The General Fund is comprised of nine (9) separate departments: Resources (110-01), Administration (110-05), Finance (110-10), Court (110-13), Public Works Community Services (110-15), Public Works Parks (110-17), Public Safety (110-20), Fire/BOEC/Emergency Management (110-25), and Other Requirements (110-40). Recreation was moved from the General Fund to a new Recreation Fund (118) beginning in FY 2017-18. In total, the operating expenses for the General Fund for FY 2018-19 Budget are \$64,210 (1.2%) greater than the FY 2017-18 Budget (BIP 18-001).

The *beginning fund balance* of the General Fund is budgeted to be \$3,606,551. This is a decrease of \$250,883 (6.5%) from the current year actual beginning fund balance of \$3,857,434. This decrease is directly related to the following: budgeted transfers and expenditures of reserves for Recreation, capital expenditures and Phase I of the Public Works Shop design (the approximate \$100,000 expense for the Shop design will be reimbursed to the General Fund Reserves when debt proceeds are obtained in FY 2018-19 to complete the construction).

*Operating Resources*, which are resources generated through the course of business within the fiscal year, are budgeted at \$5,015,262 which is \$63,186 more than the FY 2017-18 budget. If this figure is adjusted by removing revenue associated with the consolidation of our Police Services with MCSO (BIP 18-011) and a reimbursement transfer for the Public Works Shop, the adjusted increase in revenue is \$194,037 (4.2%). The largest increases were in property tax and Business Income Tax (BIT) revenue. The largest decrease was in Fines and Forfeitures.

*Operating Expenses* for FY 2018-19 are budgeted at \$5,215,190, an increase of \$64,210 compared to the FY2017-18 budget. There was a significant shift from the Personnel Expense category to the Materials and Services category (over \$400,000) as this will be the first full year of our contract with MCSO for Police Services. Operating expenses exceed operating revenues by \$139,428 as compared to \$160,643 in FY 2017-18. Financial Guideline #5 states “The City shall, to the extent possible, balance current (recurring) revenues and current (recurring) expenditures.” We have budgeted and recommend an exception to this policy which we will further discuss in a Budget Information Paper (BIP 18-016).

Below are the key expenditures in each General Fund Department:

Administration

- Increase support for community events (BIP 18-008)
- \$5,040 for a part-time, temporary Parking Enforcement/Office Assistant to complete a four month trial associated with the creation of a 2 hour parking zone in a portion of the Village (BIP 18-021)

Finance

- Contract out Payroll (\$8,000). This will create addition staff resources without adding staff

Community Services

- \$17,000 for the next phases of the Halsey Corridor Project (BIP 18-018)
- \$10,500 for a PSU Summer Fellow to help with Economic Development projects (BIP 18-029)
- \$50,000 for professional assistance to create an Urban Renewal Plan (BIP 18-009). These funds will be reimbursed to the General Fund if a plan is adopted

#### Parks

- Budget reflects an approximately \$30,000 increase in the Materials and Services category for increased park, trail and tree maintenance.
- The \$5,000 in Capital Improvements is for ADA access to the West Pond from the School District parking lot.

#### Police Services

- Budget reflects the first full year of contracting out Law Enforcement Services with MCSO (BIP 18-011)
- The annual rate has increase 3.597% to \$2,460,838.
- Last year we received a one-time employee transition discount of \$100,000. Without this discount the actual increase in cost is 8.1%

#### Fire/BOEC/Emergency Management:

- Fire Contract with Gresham increased 3.1%
- BOEC (Public safety Dispatch) increase 4.5%

#### Other (Transfers)

- \$70,973 Transferred to the Recreation Fund (BIP 18-012)

#### Other (Contingencies and Ending Balances) (BIP 18-002)

- The *Emergency Contingency* (5%) is fully funded at \$257,730
- The *Operating (Ending) Fund Balance* is fully funded at \$1,288,648. This is the equivalent of three months of operating expenses of the General Fund as budgeted for FY 2018-19
- A *Recreation Contingency* of \$74,522 (created for funding of the City's share of year three of the Recreation Program)
- *Excess Reserves Contingency* is budgeted at \$1,676,621. This is a decrease of \$287,772 from the FY 2017-18 budgeted amount of 1,964,393. This was caused, in part, by the reduction in beginning fund balance

### Section IV

### Special Revenue and Capital Projects Funds

The City also provides essential services through Funds that are separate from the General Fund. These Funds account for monies that are restricted for a specific purpose or are used to account for infrastructure improvements that need to be tracked as capital assets.

#### RECREATION FUND (BIP 18-012)

The Recreation Fund is used to account for the Wood Village/Fairview sponsored East County Recreation Program, which was created through an intergovernmental agreement (IGA). The three year IGA calls for Fairview to handle the Administrative functions of the program including Fiscal Management and hiring and supervision of employees.



Any expenses above program income and donations are split 60% Fairview and 40% Wood Village. The FY 2018-19 budget is for the second year of the program. Fairview's year two contribution (\$70, 973) is transferred in from General Fund Reserves. The anticipated contribution from Fairview in year three of the program is \$74,522. This amount is set aside in a special contingency in the General Fund.

#### AEC FUND

The City charges an Administrative Excise Charge (AEC) on all new construction. In 2016 the Council directed that the revenue in this Fund be used for Park Maintenance and Improvements to replace SDC charges that will be waived under our Development Incentive Program. We are transferring \$165,000 to the Parks SDC Fund for Lakeshore Park Phase III Improvements (BIP 18-015, \$110,000 for new restrooms at Salish Ponds (BIP 18-017) and Heritage Signage at the Historic Fairview Jail.

#### BUILDING FUND

The Building Fund is forecasted to operate sufficiently to meet its' obligations without additional help from the General Fund for FY 2018-19. *Personnel Expenses* continue to be budgeted to reflect the actual time personnel works in that fund. *Materials and Services* are expected to rise with the significant increase in demand for inspections and development review for new construction.

#### STREET FUND

The Street Fund continues to fund routine maintenance of our local streets and pays for capital projects (e.g. pavement overlays). The Street Fund is currently stable with a projected beginning fund balance exceeding new revenues for FY 2018-19 and current resources meeting operating demands. Significant aspects of the proposed Street budget include:

- The Sidewalk Repair Assistance Program is funded for a sixth year in the amount of \$50,000
- \$275,000 is budgeted for the Department's crack sealing, pavement overlay and slurry seal program
- \$4,432 is transferred to the Grant Fund for 7<sup>th</sup> Street CDBG sidewalk project. (BIP 18-013)
- Design for NE 223<sup>rd</sup> Railroad Bridge undercrossing (\$125,000) (BIP 18-014)

#### CAPITAL PROJECT FUNDS

- *Grant and Special Projects Fund:* Two projects are budgeted in this fund:
  - 7th Street CDBG Project \$155,000 (BIP 18-013)
  - Public Works Shop \$2,500,000 (BIP 18-019) (a portion of the design expense will be incurred in FY 2017-18)
- *Water SDC:* Capital expenditure of \$86,700 is for 17% (the SDC-eligible portion) of the Reservoir #1 Rehabilitation project. The remaining \$378,161 is placed in reserve for Well #10 in FY 2020-21.
- *Sewer SDC:* Reserve for the Interlachen and Sandy Blvd. sewer lines.

- *Storm Water SDC*: Reserve for future projects included in the Capital Improvement Plan.
- *Parks SDC*: We are transferring in \$165,000 from the AEC Fund to help with the Lakeshore Park and Salish Ponds restroom projects.
- The *Facilities Maintenance Fund* includes \$50,000 for exterior wall waterproofing and a second floor ADA ramp at the Community Center (BIP 18-028) and \$125,000 for access controls at City Hall (BIP 18-010).
- The *Equipment Replacement Fund* was established to ensure the City has adequate cash reserves to replace City equipment and vehicles. The following vehicles and equipment are anticipated to be purchased in FY 2018-19:
  - Admin/Finance Pool Car – replacement for 2006 Ford Taurus
  - Crew Truck – replacement for 2007 GMC 2500 HD
  - RTV – replacement for 2008 Kubota RTV
  - Truck Box – initially anticipated to be purchased in FY 2017-18 for the GMC 2500 HD replaced that year, but due to lead-time will not arrive until FY 2018-19

## **Section V                                      Enterprise Funds**

The City provides essential Utility services through Enterprise Funds. Included in the Enterprise Funds are the Water, Sewer, and Storm Water Funds. These funds collect utility payments and service fees from those that utilize the systems. We have had no utility rate increase for the prior two years. This year we are proposing a 9% increase in the Storm Water Fund only (BIP 18-020).

Utility revenues are used for the operation, maintenance, and development of these critical systems. A Five Year Capital Improvement Plan has been developed for each of the Utilities (BIP 18-006). The proposed budget maintains funding for all current services for operations. Key projects identified by these funds are as follows:

- ❖ Water Fund- \$510,000 has been budgeted for the rehabilitation of Reservoir #1. The Water Fund has a \$1,082,912 reserve to address projects in the Capital Improvement Plan.
- ❖ Sewer Fund- \$250,000 is budgeted for design of the Interlachen Interceptor, \$20,000 for the Halsey Sewer Main project and a reserve of \$1,067,901.
- ❖ Storm Water: \$224,000 is budgeted for Retrofit of the Chinook Detention Pond. \$9,061 has been budgeted for Fairview's share of the Levee Ready Columbia work for the Fiscal Year. There is a CIP reserve of 399,140.

**Conclusion**

We look forward to working with the Budget Committee on reviewing the FY 2018-19 proposed budget.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Nolan K Young". The signature is written in a cursive, flowing style.

Nolan K Young  
City Administrator





# City of Fairview

## Financial & Budgeting Policies



City of Fairview  
Financial Guidelines

1. The City shall maintain a General Fund *Emergency Contingency* funded at a minimum of 5 percent of General Fund operating expenditures. This contingency is for unexpected expenditures that staff could not have known about at the time the budget was prepared.
2. The City shall maintain a General Fund *Operating Fund Balance* funded at a minimum of 25 percent of operating expenditures. This will help maintain the minimum cash flow necessary to ensure the City will not need to issue Tax Anticipation Notes (short term borrowing).
3. The City shall budget all funds designated as Excess Reserves as *Excess Reserves Contingency*.
4. The City shall recognize that the beginning fund balance is a one-time, non-recurring resource. To the extent feasible, one-time resources will be applied toward one-time expenditures. It also should help to ensure a stable ending fund balance.
5. The City shall, to the extent feasible, balance current (recurring) revenues and current (recurring) expenditures. Fund balance shall not be used to pay for ongoing revenues and expenditures.
6. The City will maintain a policy of aggressively collecting accounts receivable whereby after City staff has exhausted all in-house collection alternatives, accounts are assigned to a private collection agency.
7. The City shall review utility rates every two years. Fees will be set to recover the total cost associated with the service provided.
8. The City will maintain its infrastructure at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. It shall be the goal of the City not to defer maintenance of buildings and infrastructure.
9. Equipment replacement costs for vehicles and public works equipment will be charged all funds on a uniform and equitable basis. The amount will be based on the replacement cost of each fund's capital assets.



## City of Fairview General Fund Ending Fund Balance Policy

Maintaining a reserve is an essential part of the City of Fairview's financial management. To accomplish this, the Fairview City Council has established policies to provide for reserves to deal with unanticipated adverse financial events, accumulate resources for opportunities to undertake special projects, and save for future capital needs and opportunities. To that end, the City Council has established balances that reflect these goals.

1. The City will maintain sufficient contingency and reserves for the ability to:
  - a. Mitigate short-term volatility in revenues
  - b. Mitigate short-term economic downturns
  - c. Absorb unanticipated operating needs that arise during the fiscal year but were not able to be anticipated during the budget process
  - d. Meet requirements for debt reserves
  - e. Absorb unexpected claim of litigation settlements
  - f. Sustain city services in the event of an emergency
  - g. Meet operating cash flow requirements before the collection of property taxes, grant proceeds and other operating revenues in order to prevent the need for issuing Tax Anticipation Notes
2. General Fund Reserves- the City will maintain General Fund Reserves as follows:
  - *Emergency Contingency* – amount equal to a minimum 5% of operating expenses for fiscal year
  - *Operating Fund Balance*- amount equal to a minimum 25% of operating expenses for fiscal year (3 months)
  - *Excess Reserves Contingency*- any funds beyond those identified above

The City will use *Excess Reserves Contingency* on a one-time or temporary basis for purposes as prioritized in the Excess Reserve Policy below. In the event that *General Fund Operating Ending Fund Balance* or *Emergency Contingency* decrease to amounts below the levels established by this policy, the City will develop a plan to restore reserves to the required levels.

Definitions:

***Emergency Contingency:***

Funds which are utilized for unforeseen expenses that may arise during the fiscal year. Per Oregon Budget Law, these funds may only be utilized by formal action of the council (resolution) in accordance with all notice requirements as detailed in the Oregon Local Budget Law Handbook.

***Operating Fund Balance:***

Minimum reserve balance to be maintained in the ending fund balance.

***Excess Reserves Contingency:***

Any amounts above the grand total of Contingency plus Operating Fund Balance.





## **CITY OF FAIRVIEW EXCESS RESERVES POLICY**

After the conclusion of each fiscal year, the Finance Director or designee will report on the audited year-end financial reports. Should the prior year annual General Fund resources exceed expenditures and encumbrances, a year-end operating surplus shall be reported. Any portion of the year-end operating surplus that contributes to the General Fund balances, in excess of established fund balance policies, shall be deemed “excess reserves” and subsequently available for allocation in the following priority order:

1. Re-appropriate to offset one-time shortfalls contributing to budget-year operating expenditures.
3. Replenish any other established fund balance targets or designations, so as to meet target levels, including debt reduction schedules.
4. Transfer to capital program funds and/or departments for appropriation to capital improvement program budget and/or deferred maintenance needs in accordance with improvement plans and replacement schedules.
5. Appropriate for one time expenditures or expenses which do not result in recurring operating costs.

*Use or allocation of excess funds is subject to approval by Council Resolution and notice requirements as stipulated by Oregon Budget Law.*





**CITY COUNCIL GOALS: FISCAL YEAR 2018–19**

**Goal #1: Improve pedestrian and bicycle access and safety.**

- \*A. Complete design including cost estimates, and pursue construction funding for narrow railroad bridge undercrossing on NE 223rd Avenue north of Sandy Boulevard.
- B. Develop a plan for completing the sidewalk connection between Village Street and Halsey

**Goal #2: Enhance service levels of public safety programs.**

*(No Objectives for FY 2018-19; see Tasks)*

**Goal #3: Increase recreational & park opportunities for all residents of Fairview.**

- A. Pursue growth of East County Recreation program & look for opportunities to enhance funding.
- B. Identify and pursue opportunities to enhance and expand community events.

**Goal #4: Maintain and enhance the City's public infrastructure in a cost efficient manner.**

- A. Complete Reservoir #1 rehabilitation.
- B. Pursue plan to design, fund and build new PW shop facility.
- C. Complete pre-design for Well #10.

**Goal #5: Enhance & promote economic development activity.**

- \*A. Commence implementation of recommendations from the Main Streets on Halsey Project and investigate feasibility of operating a trolley on Halsey.
- \*B. Investigate formation of an Urban Renewal District to identify and pursue Economic Development projects.
- \*C. Develop a program to recruit targeted businesses to the community.
- \*D. Encourage Village Street development.
- E. Investigate use of Power Transmission Property along Fairview Parkway north of Halsey for public use (i.e.; dog-park, park, trolley station & ride, trails).
- F. Consider future direction of Development Incentive.
- G. Investigate use of art projects to enhance community's uniqueness and create economic development (i.e.; freeway overpass, gateway, Halsey)

**Goal # 6: Promote City's long-term financial stability.**

- A. Complete utility rate review.

**Goal #7: Work with other local, regional and state organizations to enhance the community.**

- \*A. Identify and pursue opportunities to consolidate public services with other area providers.
- B. Actively participate in the Columbia River levee recertification and governance process.
- C. Identify and pursue opportunities to enhance and increase the use of social media.

\* High priority.





## General Fund

## GENERAL INFORMATION FORM FY 2018-19

<b>FUND/ FUND NUMBER:</b>	<b>General Fund 110</b>
<b>DEPARTMENT:</b>	<b>Resources 01</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Lesa Folger</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>(503) 674-6724</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:folgerl@ci.fairview.or.us">folgerl@ci.fairview.or.us</a>

### DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:

The General Fund provides funding for Administration, Finance, Court, Public Works Community Services, Public Works Parks, Police Services and BOEC/Fire/Emergency Management Services. This fund accounts for all government operations not separately accounted for in another fund.

### DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:

- Current Property Tax Resources are expected to increase 4% in FY 2018-19
- Business Income Tax revenue continues to increase. The expected increase for FY 2018-19 is roughly 5.7% over FY 2017-18
- Under the Public Safety Contract with the Multnomah County Sheriff's Office, MCSO will provide services and directly receive revenue associated with the East Metro Gang Enforcement Team (EMGET) and the School Resource Officer (SRO) for the Reynolds School District. Fairview will continue to receive the revenue associated with the Metro Blue Lake Park Police Services contract.

	Initial Budget FY 2017-18	Amended Budget FY 2017-18	Proposed Budget FY 2018-19
EMGET	125,978	10,402	-
SRO - Reynolds	85,388	-	-
Metro	32,930	49,861	51,357

- Fines and Forfeiture revenue is expected to decrease, as fewer citations are being written into Fairview Municipal Court. Conversely, Multnomah County Circuit Court revenue is expected to increase as additional infractions are being written into that court.

City of Fairview  
Fiscal Year 2018-19  
Approved Budget  
Fund: 110-01 - GENERAL FUND RESOURCES

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
3,882,988	3,958,124	4,064,019	<a href="#">110-01-4995000</a>	BEGINNING FUND BALANCE	3,582,087	3,582,087
-	-	-	<a href="#">110-01-4995000</a>	BFB - COMMITTED OAKS & WOODS PARK	-	-
-	-	17,537	<a href="#">110-01-4995000</a>	BFB - COMMITTED ECON DEVELOPMENT	24,464	24,464
2,173,012	2,262,011	2,345,707	<a href="#">110-01-4311100</a>	PROP TAXES-CURRENT	2,480,481	2,480,481
44,552	41,417	51,134	<a href="#">110-01-4311200</a>	PROP TAXES-PRIOR	45,312	45,312
22,719	21,483	13,892	<a href="#">110-01-4313101</a>	TELEPHONE FRAN. FEE	21,715	21,715
348,863	334,584	348,059	<a href="#">110-01-4313102</a>	PORT. GEN. ELECT. FRAN. FEE	365,021	365,021
90,218	88,882	92,975	<a href="#">110-01-4313103</a>	NW NATURAL FRAN. FEE	90,660	90,660
37,220	62,696	45,967	<a href="#">110-01-4313104</a>	REFUSE COMP. FRAN. FEE	55,694	55,694
36,110	37,531	38,698	<a href="#">110-01-4313105</a>	CABLE FRAN. FEE	37,406	37,406
5,943	5,481	8,443	<a href="#">110-01-4313106</a>	RWPUD FRAN. FEE	10,000	10,000
76,442	74,025	77,636	<a href="#">110-01-4313107</a>	CITY WTR FRAN. FEE	73,639	73,639
122,888	121,850	129,036	<a href="#">110-01-4313108</a>	CITY SEWER FRAN. FEE	125,430	125,430
34,043	34,817	36,000	<a href="#">110-01-4313109</a>	CITY STORM FRAN. FEE	38,008	38,008
57,401	88,349	59,186	<a href="#">110-01-4316100</a>	HOTEL/MOTEL TAX	80,463	80,463
128,388	136,962	153,321	<a href="#">110-01-4320100</a>	LIQUOR TAX	164,871	164,871
13,070	22,076	25,771	<a href="#">110-01-4320500</a>	LAND USE & HOME OCCUPANCY PERMITS	35,000	35,000
17,152	14,715	13,033	<a href="#">110-01-4321100</a>	BUSINESS LICENSES	14,529	14,529
7,175	7,500	7,175	<a href="#">110-01-4321200</a>	ALARM PERMITS	-	-
588,748	550,888	599,748	<a href="#">110-01-4330101</a>	BUS. INCOME TAX	634,094	634,094
11,793	11,361	10,728	<a href="#">110-01-4330102</a>	CIGARETTE TAX	10,860	10,860
73,188	79,213	78,258	<a href="#">110-01-4330103</a>	STATE REVENUE SHARING	84,029	84,029
4,210	4,555	4,910	<a href="#">110-01-4330107</a>	METRO RECYCLING PROGRAM	4,647	4,647
27,061	-	28,132	<a href="#">110-01-4330201</a>	PILOT-HAP	28,717	28,717
1,070	720	-	<a href="#">110-01-4331200</a>	OPER. GRT. PROC- FED	-	-
715	1,235	-	<a href="#">110-01-4333101</a>	OACP-DUII GRANT	-	-
3,143	2,618	-	<a href="#">110-01-4333102</a>	OACP- SEATBELT GRANT	-	-
128,660	111,936	10,400	<a href="#">110-01-4333103</a>	EMGET	-	-
136,089	105,370	-	<a href="#">110-01-4333104</a>	SRO REYNOLDS S.D.	-	-
-	-	-	<a href="#">110-01-4333106</a>	TARGET GRANT- CRIME PREVENTION	-	-
1,000	500	500	<a href="#">110-01-4333107</a>	TARGET GRANT- SHOP W/ COP	-	-
-	-	-	<a href="#">110-01-4334103</a>	STATE HOMELAND SECURITY GRANT	-	-
32	31	150	<a href="#">110-01-4340100</a>	GENERAL GOVT CHARGES	25	25
2,020	-	-	<a href="#">110-01-4340300</a>	CREDIT CARD MERCHANT FEE	-	-
4,200	6,111	5,225	<a href="#">110-01-4341200</a>	LIEN SEARCHES	6,500	6,500
15,892	15,924	15,893	<a href="#">110-01-4341300</a>	FIRE SUPPRESSION FEE	16,070	16,070
15,789	47,760	32,930	<a href="#">110-01-4342100</a>	METRO REIMB.	51,357	51,357
256	197	300	<a href="#">110-01-4344600</a>	PENALTIES - UB	125	125
835	22	1,000	<a href="#">110-01-4350100</a>	ABATEMENT FEE	1,000	1,000
11,943	7,950	10,000	<a href="#">110-01-4351100</a>	DRIVER'S SAFETY CLASS	5,602	5,602
919	90	500	<a href="#">110-01-4351102</a>	FINES - FIX-IT	225	225
1,286	1,016	1,100	<a href="#">110-01-4351201</a>	OR. STATE SURCHARGE	89	89
133,127	101,354	130,633	<a href="#">110-01-4351300</a>	FINES AND FORFEITURES	69,266	69,266
25,735	5,457	3,000	<a href="#">110-01-4351301</a>	FINES - RED LIGHT	1,254	1,254
3,860	5,376	4,024	<a href="#">110-01-4351401</a>	COLLECTIONS- INTEREST/PENALTIES	3,749	3,749
8,370	13,977	10,362	<a href="#">110-01-4351500</a>	MULT CIRCUIT & DIST. COURT REVENUE	12,068	12,068
1,915	2,381	-	<a href="#">110-01-4351600</a>	PD REPORTS	-	-
6,900	5,500	6,600	<a href="#">110-01-4351700</a>	TOW RELEASE	-	-
-	700	550	<a href="#">110-01-4351800</a>	FINES- CODE ENFORCEMENT	500	500
24,466	40,600	39,366	<a href="#">110-01-4361100</a>	INTEREST- LGIP	67,997	67,997
171	167	-	<a href="#">110-01-4361200</a>	INTEREST- INVESTMENTS	-	-

City of Fairview  
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Fund: 110-01 - GENERAL FUND RESOURCES

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
63,432	65,532	67,385	<a href="#">110-01-4362100</a>	CELL TOWER RENT	69,262	69,262
3,050	2,545	3,150	<a href="#">110-01-4362200</a>	CITY HALL CONF RM RENT	2,880	2,880
19,639	24,765	23,220	<a href="#">110-01-4362300</a>	COMMUNITY CENTER RENT	8,771	8,771
-	232	-	<a href="#">110-01-4362301</a>	CITY EQUIPMENT RENT	125	125
10,000	10,000	10,500	<a href="#">110-01-4362414</a>	RENT- FROM STREET	10,500	10,500
15,000	15,000	15,750	<a href="#">110-01-4362421</a>	RENT- FROM WATER	15,750	15,750
15,000	15,000	15,750	<a href="#">110-01-4362422</a>	RENT- FROM SEWER	15,750	15,750
10,000	10,000	10,500	<a href="#">110-01-4362423</a>	RENT- FROM STW	10,500	10,500
200	200	225	<a href="#">110-01-4362500</a>	COMMUNITY GARDEN/PARK RENTAL	225	225
540	902	700	<a href="#">110-01-4362600</a>	RENTAL REVENUE-OTHER	721	721
-	-	1,000	<a href="#">110-01-4364100</a>	GIFTS & DONATIONS- DESIGNATED	-	-
2,049	821	-	<a href="#">110-01-4364101</a>	PD GIFTS & DONATIONS - DESIGNATED	-	-
1,096	-	15,000	<a href="#">110-01-4380000</a>	ENT ZONE CS FEE - DESIGNATED FOR ECON D	15,000	15,000
16,040	30,423	11,394	<a href="#">110-01-4390100</a>	MISC. REVENUE	11,500	11,500
-	180	-	<a href="#">110-01-4390200</a>	RECREATION PROGRAM REVENUE	-	-
-	-	214,660	<a href="#">110-01-4392100</a>	SALE MAT/EQUIPMENT	-	-
-	-	-	<a href="#">110-01-4391125</a>	TRANS FROM GRANT FUND	96,875	96,875
-	-	121,000	<a href="#">110-01-4391900</a>	TRANSFER FROM LID FUND	121,000	121,000
277	658	500	<a href="#">110-01-4500102</a>	DONATION- TREE LIGHTING	-	-
-	100	-	<a href="#">110-01-4500103</a>	DONATION- VETERANS EVENT	-	-
1,650	500	500	<a href="#">110-01-4500104</a>	DONATION- EASTER	-	-
200	160	500	<a href="#">110-01-4500106</a>	DONATION- SPECIAL EVENT OTHER	-	-
<b>4,606,764</b>	<b>4,654,405</b>	<b>4,952,076</b>	<b>OPERATING RESOURCES TOTAL</b>		<b>5,015,262</b>	<b>5,015,262</b>
<b>8,489,752</b>	<b>8,612,528</b>	<b>9,033,632</b>	<b>TOTAL REVENUE</b>		<b>8,621,813</b>	<b>8,621,813</b>



## GENERAL INFORMATION FORM FY 2018-19

**FUND/ FUND NUMBER****General Fund 110****DEPARTMENT/DEPARTMENT NUMBER****Administration 05****DEPARTMENT DIRECTOR****Nolan Young****DIRECTOR DIRECT PHONE NUMBER****503-674-6221****DIRECTOR EMAIL:****[youngn@ci.fairview.or.us](mailto:youngn@ci.fairview.or.us)****EMPLOYEE = 1.88****DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Administration Department includes the City Administrator who is appointed by the City Council to carry out Council policies and goals and to serve as the chief administrative officer of the City. The Department also includes the City Recorder and the Information Systems Coordinator. The department manages the City's business and implements the Council's policies and goals by:

1. Coordinating the work of all City departments and employees;
2. Enforcing City laws and applying Council policies;
3. Expending monies as approved by the City Council;
4. Making recommendations to the Council on legislation, financial programs, capital improvements, policies, services, and other matters as requested;
5. Keeping the City Council informed of the City's business and financial condition;
6. Investigating and acting on complaints;
7. Writing, editing and publishing the monthly *Fairview Point* newsletter and issuing press releases;
8. Overseeing intergovernmental relations;
9. Preparing and distributing the Council agenda, completing Council meeting minutes, coordinating City-wide elections, and maintaining city records system;
10. Monitoring and managing all IT systems for the City;
11. Maintaining and Managing the City's Web site and Social Media accounts;
11. Overseeing Risk Management; and
12. Preparing and monitoring the annual budget.
13. Expenses associated with the activities of the City Council and Community events are also included in this budget.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2016-17 AND FY 2018-198:**

- \$5700 is budgeted in Employee recognition and awards; \$3200 for volunteer recognition and \$2500 for employee recognition.
- \$5,040 is included in the Personal Services budget for a temporary (four months) part-time (20/wk.) Parking Enforcement/ Office Assistant (See BIP 18-031)
- \$32,500 has been included in this year's budget for events included in the Council approved work plan for the Community Engagement Committee. (See BIP 18-008). This is an increase of \$6,000 in response to the Councils Goal Objective to continue to expand community events (3B)

City of Fairview  
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Fund: 110-05 - GENERAL FUND ADMINISTRATION DEPARTMENT

2017-2018					2018-2019	2018-2019
2015-2016	2016-2017	Adopted	Account Number	Line Item Name	Proposed	Approved
Actuals	Actuals	Budget			Budget	Budget
		Amended				
158,556	160,646	164,138	<a href="#">110-05-6110900</a>	STAFF	166,718	166,718
-	-	-	<a href="#">110-05-6120100</a>	TEMPORARY HELP	5,120	5,120
3,250	4,108	4,200	<a href="#">110-05-6130100</a>	OVERTIME HOURS	4,200	4,200
540	540	-	<a href="#">110-05-6200100</a>	CELL PHONE ALLOWANCE- MAYOR	-	-
1,315	1,620	2,160	<a href="#">110-05-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	2,160	2,160
16	18	699	<a href="#">110-05-6200300</a>	EMP ASSIST PROGRAM	699	699
267	289	-	<a href="#">110-05-6200305</a>	FSA ADMIN FEES	-	-
2,378	1,740	1,800	<a href="#">110-05-6200400</a>	LONGEVITY PAY	1,665	1,665
23,657	25,146	26,602	<a href="#">110-05-6210200</a>	MEDICAL INSURANCE	29,032	29,032
124	135	135	<a href="#">110-05-6210300</a>	LIFE INSURANCE	132	132
550	724	723	<a href="#">110-05-6210400</a>	LONG TERM DISAB. INS	706	706
1,956	1,367	5,346	<a href="#">110-05-6210500</a>	WORKERS COMP INSURANCE	800	800
12,376	12,591	12,529	<a href="#">110-05-6220100</a>	SOCIAL SECURITY (FICA)	13,159	13,159
1,181	1,214	1,234	<a href="#">110-05-6220200</a>	TRI-MET TAX	1,314	1,314
59	54	70	<a href="#">110-05-6220300</a>	WBF ASSESSMENT	74	74
25,698	26,783	33,732	<a href="#">110-05-6230100</a>	PERS/OPSRP- EMPR. PD	33,923	33,923
1,101	493	491	<a href="#">110-05-6250100</a>	UNEMP. INSURANCE	258	258
-	-	3,000	<a href="#">110-05-6290100</a>	VACATION BUY-OUT	3,000	3,000
<b>233,024</b>	<b>237,468</b>	<b>256,859</b>	<b>PERSONNEL SERVICES TOTAL</b>		<b>262,960</b>	<b>262,960</b>
2,749	2,685	5,700	<a href="#">110-05-6295100</a>	EMPLOYEE RECOGNITION	5,700	5,700
-	1,382	14,000	<a href="#">110-05-6300100</a>	CONTRACT SERVICES	7,800	7,800
14,078	639	2,500	<a href="#">110-05-6310100</a>	HR ADMINISTRATION	2,500	2,500
1,078	1,028	1,365	<a href="#">110-05-6330100</a>	AUDIT & ACCOUNTING	1,468	1,468
22,092	14,670	20,000	<a href="#">110-05-6330200</a>	LEGAL	15,000	15,000
19	10	24	<a href="#">110-05-6330500</a>	PROPERTY ALARM MONITORING SERVICE	12	12
2,040	2,460	3,042	<a href="#">110-05-6340100</a>	IT SERVICES	2,504	2,504
1,127	4,176	2,019	<a href="#">110-05-6340101</a>	IT UPGRADES/HARDWARE	4,100	4,100
316	547	1,187	<a href="#">110-05-6340200</a>	WEBSITE MANAGEMENT	1,145	1,145
59	78	100	<a href="#">110-05-6421100</a>	REFUSE/SHREDDING	100	100
391	522	598	<a href="#">110-05-6423100</a>	BLDG CLEANING SRVCS	561	561
4	300	115	<a href="#">110-05-6430100</a>	VEHICLE REP/MAINT	508	508
625	538	1,030	<a href="#">110-05-6430200</a>	BLDG REP/MAINT	942	942
-	-	-	<a href="#">110-05-6430300</a>	OFFICE EQUIP REP/MAIN	-	-
1,335	1,789	1,436	<a href="#">110-05-6442100</a>	EQUIP RENT	1,556	1,556
-	-	1,680	<a href="#">110-05-6442101</a>	EQUIP RENT - VEHICLES	1,800	1,800
-	1,000	1,000	<a href="#">110-05-6500101</a>	SPECIAL EVENTS CS - CHILI FESTIVAL	1,000	1,000
-	2,066	3,500	<a href="#">110-05-6500102</a>	SPECIAL EVENTS CS - CHRISTMAS TREE LIGHT	5,600	5,600
-	2,081	2,500	<a href="#">110-05-6500103</a>	SPECIAL EVENTS CS - VETERANS DAY	3,500	3,500
-	1,249	3,000	<a href="#">110-05-6500104</a>	SPECIAL EVENTS CS - EASTER EGG HUNT	5,200	5,200
-	98	4,000	<a href="#">110-05-6500106</a>	SPECIAL EVENTS CS - OTHER	10,000	10,000
-	1,322	2,000	<a href="#">110-05-6500107</a>	SPECIAL EVENTS CS - NNO	3,700	3,700
-	1,102	2,000	<a href="#">110-05-6500109</a>	SPECIAL EVENTS CS - FLICKS IN THE PARK	2,000	2,000
-	298	1,500	<a href="#">110-05-6500110</a>	SPECIAL EVENTS CS - NEIGHBOR FAIR	1,500	1,500
-	-	7,000	<a href="#">110-05-6500111</a>	SPECIAL EVENTS CS - FAIRVIEW ANNIVERSAR'	-	-
-	-	500	<a href="#">110-05-6500112</a>	SPECIAL EVENTS CS - CHALK THE WALK	-	-
-	1,079	-	<a href="#">110-05-6500202</a>	SPECIAL EVENTS DS - CHRISTMAS TREE LIGHT	-	-
-	242	-	<a href="#">110-05-6500204</a>	SPECIAL EVENTS DS - EASTER EGG HUNT	-	-
-	150	-	<a href="#">110-05-6500206</a>	SPECIAL EVENTS DS - OTHER	2,862	2,862
2,625	2,817	2,346	<a href="#">110-05-6520100</a>	GENERAL LIAB/PROP INSURANCE	2,526	2,526
35	26	27	<a href="#">110-05-6530100</a>	CABLE TV	48	48
480	650	564	<a href="#">110-05-6530200</a>	POSTAGE	507	507
358	375	216	<a href="#">110-05-6530300</a>	TELEPHONE-CH	255	255
-	255	480	<a href="#">110-05-6530400</a>	WIRELESS TECHNOLOGY	483	483
936	711	1,000	<a href="#">110-05-6540100</a>	PUBLICATIONS	1,000	1,000
251	-	500	<a href="#">110-05-6550100</a>	PRINTING	500	500
141	280	120	<a href="#">110-05-6580100</a>	TRAVEL-MEETINGS/ERRANDS	500	500
300	266	197	<a href="#">110-05-6590100</a>	BANK FEES	194	194
171	230	250	<a href="#">110-05-6590200</a>	MERCHANT FEES	288	288
1,004	1,461	1,693	<a href="#">110-05-6590300</a>	CONVENIENCE FEES/CREDIT CARD	1,888	1,888

City of Fairview  
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Fund: 110-05 - GENERAL FUND ADMINISTRATION DEPARTMENT

2017-2018					2018-2019	2018-2019
2015-2016	2016-2017	Adopted	Account Number	Line Item Name	Proposed	Approved
Actuals	Actuals	Budget			Budget	Budget
		Amended				
1,557	1,786	1,600	<a href="#">110-05-6610100</a>	OFFICE SUPPLIES	2,000	2,000
32	169	750	<a href="#">110-05-6610200</a>	OPERATING MATERIALS & SUPPLIES	1,000	1,000
267	265	1,386	<a href="#">110-05-6610300</a>	BLDG SUPP- CITY HALL	1,416	1,416
16	22	44	<a href="#">110-05-6621100</a>	GAS/HEAT- CH	42	42
727	1,595	2,019	<a href="#">110-05-6622100</a>	ELECTRICITY-CH	1,621	1,621
47	21	250	<a href="#">110-05-6626101</a>	FUEL	300	300
76	104	500	<a href="#">110-05-6630100</a>	MEETING ATTENDANCE- CA	-	-
159	169	350	<a href="#">110-05-6630101</a>	COUNCIL TRAINING	-	-
1,732	925	4,650	<a href="#">110-05-6630200</a>	CONF- MEALS/LODGING	4,750	4,750
8,990	12,625	10,670	<a href="#">110-05-6650100</a>	DUES/SUB/MEMBRSHIP	10,428	10,428
1,165	1,956	4,475	<a href="#">110-05-6650200</a>	TRAINING & CONF.	2,435	2,435
29,171	4,888	15,000	<a href="#">110-05-6650201</a>	COUNCIL - TRAINING & CONFERENCES	8,850	8,850
50	66	-	<a href="#">110-05-6690210</a>	COUNCIL EXP- OTHER	-	-
151	2,048	4,350	<a href="#">110-05-6690220</a>	COMMUNITY SUPPORT	4,750	4,750
<b>96,354</b>	<b>75,218</b>	<b>135,233</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>126,839</b>	<b>126,839</b>
-	-	-	<a href="#">110-05-6740200</a>	BLDG EQUIPMENT- CH	10,000	10,000
864	-	-	<a href="#">110-05-6740500</a>	OFFICE EQUIPMENT	-	-
<b>864</b>	<b>-</b>	<b>-</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>10,000</b>	<b>10,000</b>
1,000	1,000	1,000	<a href="#">110-05-6491601</a>	ER CONTRIBUTION	-	-
<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>-</b>	<b>-</b>
<b>331,243</b>	<b>313,687</b>	<b>393,092</b>	<b>ADMINISTRATION TOTAL</b>		<b>399,799</b>	<b>399,799</b>



## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER</b>	<b>General Fund 110</b>
<b>DEPARTMENT/DEPARTMENT NUMBER</b>	<b>Finance 10</b>
<b>DEPARTMENT DIRECTOR</b>	<b>Lesa Folger</b>
<b>DIRECTOR DIRECT PHONE NUMBER</b>	<b>503-674-6247</b>
<b>DIRECTOR EMAIL</b>	<a href="mailto:folgerl@ci.fairview.or.us"><u>folgerl@ci.fairview.or.us</u></a>
<b>EMPLOYEE = 1.65</b>	

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Finance Department serves as the City's accounting manager and is responsible for:

1. Efficient accounting of cash receipts and payables;
2. Processing payroll and required filings;
3. Preparation and monitoring of monthly utility bills;
4. Conducting monthly and year end closing procedures;
5. Monitoring of fiscal budget in association with accounts payable and payroll;
6. Providing effective and useful financial information to department staff, City Council, Budget Committee members and interested parties;
7. Preparation of year end schedules and documents for the City's required annual audit;
8. Monitoring of internal controls;
9. Implementation of procedures as necessary to ensure data is properly captured within the accounting system;
10. Management of employee benefits;
11. Working with other Department Directors to improve systems and ensure accuracy of accounting and billing processes; and
12. Maintaining overall functionality of the Incode integrated financial system

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- No significant changes in this department.

City of Fairview  
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Fund: 110-10 - GENERAL FUND FINANCE DEPARTMENT

2017-2018					2018-2019	2018-2019
2015-2016	2016-2017	Adopted	Account Number	Line Item Name	Proposed	Approved
Actuals	Actuals	Budget Amended			Budget	Budget
91,389	97,127	104,787	<a href="#">110-10-6110900</a>	STAFF- FINANCE	107,402	107,402
624	166	1,000	<a href="#">110-10-6130100</a>	OVERTIME HOURS	1,000	1,000
297	297	297	<a href="#">110-10-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	297	297
21	25	557	<a href="#">110-10-6200300</a>	EMP ASSIST PROGRAM	557	557
145	157	-	<a href="#">110-10-6200305</a>	FSA ADMIN FEES	-	-
1,291	792	957	<a href="#">110-10-6200400</a>	LONGEVITY PAY	990	990
20,234	26,742	24,384	<a href="#">110-10-6210200</a>	MEDICAL INSURANCE	26,613	26,613
109	92	92	<a href="#">110-10-6210300</a>	LIFE INSURANCE	96	96
464	488	488	<a href="#">110-10-6210400</a>	LONG TERM DISAB. INS	502	502
2,607	1,823	3,346	<a href="#">110-10-6210500</a>	WORKERS COMP INSURANCE	282	282
6,889	7,299	7,842	<a href="#">110-10-6220100</a>	SOCIAL SECURITY (FICA)	8,050	8,050
656	703	773	<a href="#">110-10-6220200</a>	TRI-MET TAX	804	804
55	47	48	<a href="#">110-10-6220300</a>	WBF ASSESSMENT	48	48
16,311	17,111	22,511	<a href="#">110-10-6230100</a>	PERS/OPSRP-EMPR. PD	23,064	23,064
(137)	296	308	<a href="#">110-10-6250100</a>	UNEMP. INSURANCE	158	158
119	476	2,000	<a href="#">110-10-6290100</a>	VACATION BUY-OUT	2,000	2,000
<b>141,075</b>	<b>153,639</b>	<b>169,390</b>	<b>PERSONNEL SERVICES TOTAL</b>		<b>171,863</b>	<b>171,863</b>
-	-	200	<a href="#">110-10-6295100</a>	EMPLOYEE RECOGNITION	240	240
5,521	5,675	15,000	<a href="#">110-10-6300100</a>	CONTRACT SERVICES	17,500	17,500
71	910	1,500	<a href="#">110-10-6310100</a>	HR ADMINISTRATION	1,500	1,500
1,738	2,156	2,551	<a href="#">110-10-6330100</a>	AUDIT & ACCOUNTING	3,299	3,299
17,962	8,607	6,000	<a href="#">110-10-6330200</a>	LEGAL	5,000	5,000
43	10	48	<a href="#">110-10-6330500</a>	PROPERTY ALARM MONITORING SERVICE	12	12
2,875	2,935	4,055	<a href="#">110-10-6340100</a>	IT SERVICES	3,130	3,130
4,608	709	3,559	<a href="#">110-10-6340101</a>	IT UPGRADES/HARDWARE	7,150	7,150
351	686	484	<a href="#">110-10-6340200</a>	WEBSITE MANAGEMENT	504	504
59	78	100	<a href="#">110-10-6421100</a>	REFUSE/SHREDDING	100	100
2,344	3,134	3,587	<a href="#">110-10-6423100</a>	BLDG CLEANING SRVCS	3,366	3,366
6	100	230	<a href="#">110-10-6430100</a>	VEHICLE REP/MAINT	185	185
3,750	3,191	5,562	<a href="#">110-10-6430200</a>	BLDG REP/MAINT	5,184	5,184
-	90	250	<a href="#">110-10-6430300</a>	OFFICE EQUIP REP/MAIN	200	200
557	1,213	598	<a href="#">110-10-6442100</a>	EQUIP RENT	889	889
-	-	1,680	<a href="#">110-10-6442101</a>	EQUIP RENT - VEHICLES	518	518
3,500	3,756	3,128	<a href="#">110-10-6520100</a>	GENERAL LIAB/PROP INSURANCE	3,368	3,368
33	26	27	<a href="#">110-10-6530100</a>	CABLE TV	48	48
2,714	3,615	2,052	<a href="#">110-10-6530200</a>	POSTAGE	1,859	1,859
1,538	1,527	1,514	<a href="#">110-10-6530300</a>	TELEPHONE- CH	1,788	1,788
-	160	480	<a href="#">110-10-6530400</a>	WIRELESS TECHNOLOGY	483	483
539	373	875	<a href="#">110-10-6540100</a>	PUBLICATIONS	875	875
1,054	686	1,000	<a href="#">110-10-6550100</a>	PRINTING	1,060	1,060
-	6	100	<a href="#">110-10-6580100</a>	TRAVEL-MEETINGS/ERRANDS	100	100
779	633	418	<a href="#">110-10-6590100</a>	BANK FEES	441	441
228	133	104	<a href="#">110-10-6590200</a>	MERCHANT FEES	120	120
1,191	1,659	1,899	<a href="#">110-10-6590300</a>	CONVENIENCE FEES/CREDIT CARD	2,077	2,077
2,647	1,991	3,000	<a href="#">110-10-6610100</a>	OFFICE SUPPLIES	3,400	3,400
1,099	909	3,250	<a href="#">110-10-6610200</a>	OPERATING MATERIALS & SUPPLES	3,500	3,500
667	817	1,074	<a href="#">110-10-6610300</a>	BLDG SUPP- CITY HALL	1,062	1,062
41	55	66	<a href="#">110-10-6621100</a>	GAS/HEAT- CH	67	67
1,817	1,291	1,159	<a href="#">110-10-6622100</a>	ELECTRICITY-CH	1,215	1,215

City of Fairview  
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Fund: 110-10 - GENERAL FUND FINANCE DEPARTMENT

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
47	104	125	<a href="#">110-10-6626101</a>	FUEL	250	250
-	-	60	<a href="#">110-10-6630100</a>	MEETING ATTENDANCE-FD	60	60
939	592	1,243	<a href="#">110-10-6630200</a>	CONF- MEALS/LODGING	1,402	1,402
275	330	430	<a href="#">110-10-6650100</a>	DUES/SUB/MEMBRSHIP	455	455
730	325	2,220	<a href="#">110-10-6650200</a>	TRAINING & CONF.	2,625	2,625
2,430	2,628	2,700	<a href="#">110-10-6691000</a>	LIEN SEARCHES	3,120	3,120
<b>62,153</b>	<b>51,108</b>	<b>72,328</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>78,152</b>	<b>78,152</b>
-	-	-	<a href="#">110-10-6740100</a>	EQUIPMENT	-	-
1,541	-	-	<a href="#">110-10-6740200</a>	BLDG EQUIPMENT- CH	-	-
1,397	-	-	<a href="#">110-10-6740500</a>	OFFICE EQUIPMENT	-	-
<b>2,937</b>	<b>-</b>	<b>-</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>-</b>	<b>-</b>
2,500	1,000	662	<a href="#">110-10-6491602</a>	ER CONTRIBUTION	-	-
<b>2,500</b>	<b>1,000</b>	<b>662</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>-</b>	<b>-</b>
<b>208,665</b>	<b>205,747</b>	<b>242,380</b>	<b>FINANCE TOTAL</b>		<b>250,015</b>	<b>250,015</b>





**GENERAL INFORMATION FORM  
FY 2018-19**

**FUND/ FUND NUMBER:**

**General Fund 110**

**DEPARTMENT:**

**Court 13**

**DEPARTMENT DIRECTOR:**

**Lesa Folger**

**DIRECTOR DIRECT PHONE NUMBER:**

**503-674-6247**

**DIRECTOR EMAIL:**

**[folgerl@ci.fairview.or.us](mailto:folgerl@ci.fairview.or.us)**

**EMPLOYEE = .75**

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Fairview Municipal Court is the judicial branch of the City government. Its mission is to provide a fair and impartial local forum for the resolution of minor traffic violations, parking citations, and violations of City ordinances. Court staff responds to questions regarding the court schedule, bail amounts, and other administrative matters but does not provide legal advice. Staff administers the court proceedings and docketing.

Coordination of court matters with defendants, judges, finance, code compliance, the Multnomah County Sheriff's Office, and other criminal justice and state agencies are also managed.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Fairview and Troutdale collaborated to hire a new judge in FY 2017-18. The selected applicant is now under contract with both jurisdictions. As a result of this new agreement, Contract Services – Judge has increased slightly.

City of Fairview  
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Fund: 110-13 - GENERAL FUND COURT DEPARTMENT

2017-2018					2018-2019	2018-2019
2015-2016	2016-2017	Adopted			Proposed	Approved
Actuals	Actuals	Budget	Account Number	Line Item Name	Budget	Budget
Amended						
41,541	44,148	47,630	<a href="#">110-13-6110900</a>	STAFF-COURT	48,819	48,819
192	75	250	<a href="#">110-13-6130100</a>	OVERTIME HOURS	250	250
135	135	135	<a href="#">110-13-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	135	135
5	6	40	<a href="#">110-13-6200300</a>	EMP ASSIST PROGRAM	100	100
587	360	435	<a href="#">110-13-6200400</a>	LONGEVITY PAY	450	450
9,871	10,478	11,084	<a href="#">110-13-6210200</a>	MEDICAL INSURANCE	12,098	12,098
49	42	42	<a href="#">110-13-6210300</a>	LIFE INSURANCE	43	43
214	222	222	<a href="#">110-13-6210400</a>	LONG TERM DISAB. INS	228	228
1,956	1,367	1,521	<a href="#">110-13-6210500</a>	WORKERS COMP INSURANCE	128	128
3,125	3,318	3,565	<a href="#">110-13-6220100</a>	SOCIAL SECURITY (FICA)	3,659	3,659
298	320	351	<a href="#">110-13-6220200</a>	TRI-MET TAX	365	365
23	21	22	<a href="#">110-13-6220300</a>	WBF ASSESSMENT	22	22
7,405	7,767	10,232	<a href="#">110-13-6230100</a>	PERS/OPSRP- EMPYR PD	10,484	10,484
277	130	140	<a href="#">110-13-6250100</a>	UNEMP. INSURANCE	72	72
54	216	500	<a href="#">110-13-6290100</a>	VACATION BUY-OUT	500	500
<b>65,732</b>	<b>68,606</b>	<b>76,169</b>	<b>PERSONNEL SERVICES TOTAL</b>		<b>77,353</b>	<b>77,353</b>
-	-	40	<a href="#">110-13-6295100</a>	EMPLOYEE RECOGNITION	40	40
940	50	200	<a href="#">110-13-6300100</a>	CONTRACT SERVICES	100	100
3,538	3,100	4,000	<a href="#">110-13-6300101</a>	CONTRACT SERVICES- JUDGE	5,350	5,350
2,035	168	2,500	<a href="#">110-13-6300102</a>	CONTRACT SERVICES-ATTORNEY	2,000	2,000
18	-	300	<a href="#">110-13-6310100</a>	HR ADMINISTRATION	300	300
359	343	455	<a href="#">110-13-6330100</a>	AUDIT & ACCOUNTING	367	367
1,154	938	900	<a href="#">110-13-6330200</a>	LEGAL	900	900
-	10	15	<a href="#">110-13-6330500</a>	PROPERTY ALARM MONITORING SERVICE	12	12
566	528	1,014	<a href="#">110-13-6340100</a>	IT SERVICES	626	626
747	688	340	<a href="#">110-13-6340101</a>	IT UPGRADES/HARDWARE	150	150
141	256	392	<a href="#">110-13-6340200</a>	WEBSITE MANAGEMENT	412	412
59	78	100	<a href="#">110-13-6421100</a>	REFUSE/SHREDDING	100	100
391	522	597	<a href="#">110-13-6423100</a>	BLDG CLEANING SRVCS	561	561
625	535	103	<a href="#">110-13-6430200</a>	BLDG REP/MAINT	471	471
-	-	50	<a href="#">110-13-6430300</a>	OFFICE EQUIP REP/MAIN	50	50
608	1,257	634	<a href="#">110-13-6442100</a>	EQUIP RENT	667	667
875	939	782	<a href="#">110-13-6520100</a>	GENERAL LIAB/PROP INSURANCE	842	842
160	173	308	<a href="#">110-13-6530200</a>	POSTAGE	338	338
179	170	177	<a href="#">110-13-6530300</a>	TELEPHONE-CH	209	209
-	-	50	<a href="#">110-13-6540100</a>	PUBLICATIONS	-	-
-	-	50	<a href="#">110-13-6550100</a>	PRINTING	50	50
-	-	100	<a href="#">110-13-6580100</a>	TRAVEL-MEETINGS/ERRANDS	75	75
38	67	152	<a href="#">110-13-6590100</a>	BANK FEES	173	173
57	77	104	<a href="#">110-13-6590200</a>	MERCHANT FEES	120	120
127	198	303	<a href="#">110-13-6590300</a>	CONVENIENCE FEES/CREDIT CARD	378	378
383	197	500	<a href="#">110-13-6610100</a>	OFFICE SUPPLIES	500	500
367	378	400	<a href="#">110-13-6610200</a>	OPERATING MATERIALS & SUPPLES	650	650
110	242	208	<a href="#">110-13-6610300</a>	BLDG SUPP- CITY HALL	177	177
8	11	22	<a href="#">110-13-6621100</a>	GAS/HEAT- CH	28	28
363	372	532	<a href="#">110-13-6622100</a>	ELECTRICITY-CH	405	405
998	1,209	1,492	<a href="#">110-13-6630200</a>	CONF- MEALS/LODGING	1,750	1,750
168	153	160	<a href="#">110-13-6650100</a>	DUES/SUB/MEMBRSHIP	163	163
350	-	750	<a href="#">110-13-6650200</a>	TRAINING & CONF.	995	995
<b>15,365</b>	<b>12,657</b>	<b>17,730</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>18,959</b>	<b>18,959</b>
299	-	300	<a href="#">110-13-6740500</a>	OFFICE EQUIPMENT	-	-
<b>299</b>	<b>-</b>	<b>300</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>-</b>	<b>-</b>
<b>81,396</b>	<b>81,263</b>	<b>94,199</b>	<b>COURT TOTAL</b>		<b>96,312</b>	<b>96,312</b>

## **GENERAL INFORMATION FORM FY 2018-19**

**FUND/ FUND NUMBER:**

**General Fund 110**

**DEPARTMENT:**

**PW Community Services 15**

**DEPARTMENT DIRECTOR:**

**Allan Berry**

**DIRECTOR DIRECT PHONE NUMBER:**

**503-674-6235**

**DIRECTOR EMAIL:**

**[berrya@ci.fairview.or.us](mailto:berrya@ci.fairview.or.us)**

**EMPLOYEE = 1.69**

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Public Works Community Services Department provides staff representatives to the Planning Commission, Parks and Recreation Advisory Committee, East Multnomah County Transportation Committee, and other regional committees. The department also administers the following programs and activities:

1. Support of Planning Commission activities; city planning initiatives; Metro compliance; improvements to applicable city codes;
2. Coordination of land use and construction permitting; business support; pre-application and pre-construction services;
3. Provides information to citizens, businesses, and outside agencies concerning development and building codes and general planning matters;
4. Administration of the City's Flood Hazard Program, providing information and support to business and residential development along Fairview's urban waterways;
5. Administration of a Code Compliance program which addresses litter, dumping, graffiti, yard debris, and other nuisance violations. Activities include case preparation for appearance in municipal court;
6. Provides Economic Development outreach and development including management of Fairview's enterprise zone and the Development Incentive Program. Activities include marketing and promotion of the zone; business support; application administration and reporting. The Department also supports local business recruitments and responds to state leads;
7. Administration of the City's required recycling program with support from Portland State University.
8. The Department provides staff and other resources to the Parks Committee.
9. The Department provides staff and other resources to the EDAC Committee.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- The personnel costs have increased as we reallocated the expenses of public works staff to better represent where they actively spend their worktime.
- The \$17,000 under the Economic Development-Halsey Corridor line item is for additional work on the Halsey corridor project next phase. We may be using Enterprise zone money to pay for this activity. (Council Goal Objective #5A),(BIP 18-018)
- \$10,500 for a PSU Summer Fellow to help with Economic development projects. (BIP 18-029)
- \$50,000 Professional assistances to create an Urban Renewal Plan (BIP 18-009). These funds will be reimbursed to the General Fund if a plan is adopted

City of Fairview  
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Fund: 110-15 - GENERAL FUND COMMUNITY SERVICES DEPARTMENT

2017-2018					2018-2019	2018-2019
2015-2016	2016-2017	Adopted Budget	Account Number	Line Item Name	Proposed	Approved
Actuals	Actuals	Amended			Budget	Budget
72,516	105,643	102,435	<a href="#">110-15-6110900</a>	STAFF-CD	106,567	106,567
-	-	-	<a href="#">110-15-6120100</a>	TEMPORARY HELP	1,000	1,000
312	763	575	<a href="#">110-15-6130100</a>	OVERTIME HOURS	575	575
-	-	665	<a href="#">110-15-6130200</a>	CALL OUT PAY	665	665
216	216	207	<a href="#">110-15-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	207	207
16	18	424	<a href="#">110-15-6200300</a>	EMP ASSIST PROGRAM	424	424
1,420	941	742	<a href="#">110-15-6200400</a>	LONGEVITY PAY	696	696
14,724	25,229	24,680	<a href="#">110-15-6210200</a>	MEDICAL INSURANCE	26,936	26,936
73	95	91	<a href="#">110-15-6210300</a>	LIFE INSURANCE	100	100
315	498	476	<a href="#">110-15-6210400</a>	LONG TERM DISAB. INS	513	513
1,956	1,367	3,298	<a href="#">110-15-6210500</a>	WORKERS COMP INSURANCE	2,170	2,170
5,060	7,813	7,729	<a href="#">110-15-6220100</a>	SOCIAL SECURITY (FICA)	8,068	8,068
482	755	761	<a href="#">110-15-6220200</a>	TRI-MET TAX	806	806
33	52	49	<a href="#">110-15-6220300</a>	WBF ASSESSMENT	46	46
12,661	14,713	21,533	<a href="#">110-15-6230100</a>	PERS/OPSRP- EMPR. PD	22,110	22,110
448	306	303	<a href="#">110-15-6250100</a>	UNEMP. INSURANCE	92	92
409	1,752	1,000	<a href="#">110-15-6290100</a>	VACATION BUY-OUT	1,000	1,000
<b>110,642</b>	<b>160,163</b>	<b>164,968</b>	<b>PERSONNEL SERVICES TOTAL</b>		<b>171,975</b>	<b>171,975</b>
-	-	75	<a href="#">110-15-6295100</a>	EMPLOYEE RECOGNITION	75	75
7,882	44,261	-	<a href="#">110-15-6300100</a>	CONTRACT SERVICES	70,600	70,600
12,932	-	-	<a href="#">110-15-6300104</a>	CONTRACT SERVICES-CODE COMPLIANCE	-	-
699	878	500	<a href="#">110-15-6310100</a>	HR ADMINISTRATION	500	500
1,078	1,028	1,365	<a href="#">110-15-6330100</a>	AUDIT & ACCOUNTING	1,468	1,468
7,118	4,324	6,000	<a href="#">110-15-6330200</a>	LEGAL	10,000	10,000
29	10	34	<a href="#">110-15-6330500</a>	PROPERTY ALARM MONITORING SERVICE	12	12
1,683	3,342	3,042	<a href="#">110-15-6340100</a>	IT SERVICES	2,504	2,504
2,883	1,155	4,019	<a href="#">110-15-6340101</a>	IT UPGRADES/HARDWARE	5,800	5,800
316	165	393	<a href="#">110-15-6340200</a>	WEBSITE MANAGEMENT	412	412
59	78	100	<a href="#">110-15-6421100</a>	REFUSE/SHREDDING	100	100
586	783	898	<a href="#">110-15-6423100</a>	BLDG CLEANING SRVCS	842	842
-	1,442	250	<a href="#">110-15-6430100</a>	VEHICLE REP/MAINT	250	250
986	794	1,442	<a href="#">110-15-6430200</a>	BLDG REP/MAINT	1,414	1,414
-	-	100	<a href="#">110-15-6430300</a>	OFFICE EQUIP REP/MAIN	100	100
2,026	2,301	3,669	<a href="#">110-15-6442100</a>	EQUIP RENT	2,223	2,223
714	9,294	17,000	<a href="#">110-15-6465200</a>	ECON DEVELOPMENT-CITY	17,000	17,000
-	-	1,000	<a href="#">110-15-6465202</a>	ECON DEVELOPMENT - WOOD VILLAGE	1,000	1,000
1,850	2,000	2,044	<a href="#">110-15-6465300</a>	ECONOMIC DEVELOP- MEMBERSHIPS	4,544	4,544
2,000	-	2,500	<a href="#">110-15-6465400</a>	ECONOMIC DEVELOP.- EMEA	2,500	2,500
1,000	-	-	<a href="#">110-15-6500101</a>	SPECIAL EVENT CS- CHILI FEST	-	-
1,120	-	-	<a href="#">110-15-6500102</a>	SPECIAL EVENTS CS- TREE LIGHTING	-	-
1,185	-	-	<a href="#">110-15-6500104</a>	SPECIAL EVENTS CS- EASTER	-	-
1,923	-	-	<a href="#">110-15-6500106</a>	SPECIAL EVENTS CS- OTHER	-	-
2,647	-	-	<a href="#">110-15-6500107</a>	SPECIAL EVENT CS- NATIONAL NIGHT OUT	-	-
255	-	-	<a href="#">110-15-6500202</a>	SPECIAL EVENT DS- TREE LIGHTING	-	-
1,263	-	-	<a href="#">110-15-6500204</a>	SPECIAL EVENTS DS- EASTER	-	-
12	-	-	<a href="#">110-15-6500206</a>	SPECIAL EVENTS DS- OTHER	-	-
2,625	2,817	2,346	<a href="#">110-15-6520100</a>	GENERAL LIAB/PROP INSURANCE	2,526	2,526
403	530	308	<a href="#">110-15-6530200</a>	POSTAGE	338	338
358	346	359	<a href="#">110-15-6530300</a>	TELEPHONE-CH	424	424
-	180	480	<a href="#">110-15-6530400</a>	WIRELESS TECHNOLOGY	720	720
1,351	437	1,000	<a href="#">110-15-6540100</a>	PUBLICATIONS	1,000	1,000
15	67	638	<a href="#">110-15-6550100</a>	PRINTING	-	-
28	32	200	<a href="#">110-15-6580100</a>	TRAVEL-MEETINGS/ERRANDS	200	200
488	440	379	<a href="#">110-15-6590100</a>	BANK FEES	457	457
171	288	366	<a href="#">110-15-6590200</a>	MERCHANT FEES	422	422
755	1,188	1,328	<a href="#">110-15-6590300</a>	CONVENIENCE FEES/CREDIT CARD	1,510	1,510
381	661	1,500	<a href="#">110-15-6610100</a>	OFFICE SUPPLIES	1,500	1,500
170	1,298	1,300	<a href="#">110-15-6610200</a>	OPERATING MATERIALS & SUPPLES	1,300	1,300
219	431	554	<a href="#">110-15-6610300</a>	BLDG SUPP- CITY HALL	531	531

City of Fairview  
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Fund: 110-15 - GENERAL FUND COMMUNITY SERVICES DEPARTMENT

2017-2018					2018-2019	2018-2019
2015-2016	2016-2017	Adopted	Account Number	Line Item Name	Proposed	Approved
Actuals	Actuals	Budget Amended			Budget	Budget
9	11	22	<a href="#">110-15-6621100</a>	GAS/HEAT- CH	28	28
363	939	1,260	<a href="#">110-15-6622100</a>	ELECTRICITY-CH	1,215	1,215
-	327	150	<a href="#">110-15-6626101</a>	FUEL	300	300
121	12	100	<a href="#">110-15-6630100</a>	MEETING ATTENDANCE-CD	100	100
34	483	500	<a href="#">110-15-6630200</a>	CONF- MEALS/LODGING	1,000	1,000
378	748	320	<a href="#">110-15-6650100</a>	DUES/SUB/MEMBRSHIP	570	570
299	1,783	1,760	<a href="#">110-15-6650200</a>	TRAINING & CONF.	2,410	2,410
-	495	1,000	<a href="#">110-15-6690601</a>	ABATEMENT EXPENSE	1,000	1,000
-	-	4,500	<a href="#">110-15-6690602</a>	SOLV AND OTHER VOLUNTEER EVENTS	-	-
721	955	4,200	<a href="#">110-15-6690603</a>	RECYCLING PROGRAM-METRO	4,200	4,200
<b>61,133</b>	<b>86,324</b>	<b>69,001</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>143,095</b>	<b>143,095</b>
-	-	500	<a href="#">110-15-6740500</a>	OFFICE EQUIPMENT	-	-
-	-	<b>500</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		-	-
1,500	3,300	593	<a href="#">110-15-6491603</a>	ER CONTRIBUTION	2,989	2,989
<b>1,500</b>	<b>3,300</b>	<b>593</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>2,989</b>	<b>2,989</b>
<b>173,275</b>	<b>249,786</b>	<b>235,062</b>	<b>COMMUNITY SERVICES TOTAL</b>		<b>318,059</b>	<b>318,059</b>



## **GENERAL INFORMATION FORM FY 2018-19**

**FUND/ FUND NUMBER:**

**General Fund 110**

**DEPARTMENT:**

**Parks 17**

**DEPARTMENT DIRECTOR:**

**Allan Berry**

**DIRECTOR DIRECT PHONE NUMBER:**

**503-674-6235**

**DIRECTOR EMAIL:**

**[berrya@ci.fairview.or.us](mailto:berrya@ci.fairview.or.us)**

**EMPLOYEE = 1.96**

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

Combines parks planning activities and park maintenance and is managed by the Public Works Director.

The Parks Department provides the day to day planning, design, construction and maintenance of the city's parks, trails and facilities. These duties include a variety of tasks such as mowing, pruning, fertilizing, irrigation, maintenance, plantings, weekly garbage pickup, and restroom maintenance.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- In collaboration with Wood Village, a seasonal personnel position is included for watering flower baskets in both Fairview and Wood Village. Wood Village will reimburse Fairview for half of the wages associated with the position.
- The design and construction of improvements at Lakeshore Park has been budgeted in the Park SDC Fund. (BIP 18-015)
- Personnel Costs have increased as we reallocate the expense of Public Works Staff to better represent where they actually spend their time.
- Budget reflects an approximately \$30,000 increase in Materials and Services category for increased Park, Trails and Tree Maintenance

City of Fairview  
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Fund: 110-17 - GENERAL FUND PARKS DEPARTMENT

2015-2016	2016-2017	2017-2018			2018-2019	2018-2019
Actuals	Actuals	Adopted Budget Amended	Account Number	Line Item Name	Proposed Budget	Approved Budget
87,370	96,257	92,383	<a href="#">110-17-6110900</a>	STAFF-PW	84,565	84,565
1,813	7,257	12,681	<a href="#">110-17-6120100</a>	TEMPORARY HELP	11,681	20,481
479	961	931	<a href="#">110-17-6130100</a>	OVERTIME HOURS	931	931
2,531	2,508	348	<a href="#">110-17-6130200</a>	CALL OUT PAY	350	350
324	324	108	<a href="#">110-17-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	108	108
21	25	430	<a href="#">110-17-6200300</a>	EMP ASSIST PROGRAM	430	430
2,129	1,431	2,332	<a href="#">110-17-6200400</a>	LONGEVITY PAY	1,422	1,422
19,410	22,584	22,611	<a href="#">110-17-6210200</a>	MEDICAL INSURANCE	24,678	24,678
99	86	90	<a href="#">110-17-6210300</a>	LIFE INSURANCE	80	80
420	450	466	<a href="#">110-17-6210400</a>	LONG TERM DISAB. INS	413	413
3,259	2,279	3,439	<a href="#">110-17-6210500</a>	WORKERS COMP INSURANCE	3,826	3,826
7,027	8,139	8,061	<a href="#">110-17-6220100</a>	SOCIAL SECURITY (FICA)	7,247	7,247
669	786	794	<a href="#">110-17-6220200</a>	TRI-MET TAX	723	723
47	54	91	<a href="#">110-17-6220300</a>	WBF ASSESSMENT	89	89
18,826	18,732	24,924	<a href="#">110-17-6230100</a>	PERS/OPSRP- EMPR. PD	20,394	20,394
624	319	316	<a href="#">110-17-6250100</a>	UNEMP. INSURANCE	95	95
614	852	1,750	<a href="#">110-17-6290100</a>	VACATION BUY-OUT	1,750	1,750
<b>145,662</b>	<b>163,042</b>	<b>171,755</b>	<b>PERSONNEL SERVICES TOTAL</b>		<b>158,782</b>	<b>167,582</b>
25	-	150	<a href="#">110-17-6295100</a>	EMPLOYEE RECOGNITION	150	150
754	793	950	<a href="#">110-17-6295300</a>	UNIFORMS	1,150	1,150
-	680	5,000	<a href="#">110-17-6300100</a>	CONTRACT SERVICES	5,000	5,000
192	283	1,000	<a href="#">110-17-6310100</a>	HR ADMINISTRATION	1,000	1,000
1,438	1,371	1,821	<a href="#">110-17-6330100</a>	AUDIT & ACCOUNTING	1,835	1,835
845	5,116	5,000	<a href="#">110-17-6330200</a>	LEGAL	3,500	3,500
92	130	97	<a href="#">110-17-6330500</a>	PROPERTY ALARM MONITORING SERVICE	318	318
2,240	2,180	3,042	<a href="#">110-17-6340100</a>	IT SERVICES	2,504	2,504
719	696	1,494	<a href="#">110-17-6340101</a>	IT UPGRADES/HARDWARE	1,018	1,018
316	238	157	<a href="#">110-17-6340200</a>	WEBSITE MANAGEMENT	183	183
12,670	12,035	10,000	<a href="#">110-17-6362100</a>	COMMUNITY CENTER	12,500	12,500
437	239	750	<a href="#">110-17-6362200</a>	HESLIN HOUSE	750	750
59	78	100	<a href="#">110-17-6421100</a>	REFUSE/SHREDDING	100	100
521	783	896	<a href="#">110-17-6423100</a>	BLDG CLEANING SRVCS	842	842
3,701	2,740	2,500	<a href="#">110-17-6430100</a>	VEHICLE REP/MAINT	2,500	2,500
1,366	2,368	2,060	<a href="#">110-17-6430200</a>	BLDG REP/MAINT	1,885	1,885
5,302	2,577	5,000	<a href="#">110-17-6430400</a>	EQUIP REPAIR/MAINT	5,000	5,000
1,458	1,632	2,632	<a href="#">110-17-6442100</a>	EQUIP RENT	1,556	6,556
3,500	3,756	3,128	<a href="#">110-17-6520100</a>	GENERAL LIAB/PROP INSURANCE	3,368	3,368
400	416	513	<a href="#">110-17-6530200</a>	POSTAGE	792	792
794	692	710	<a href="#">110-17-6530300</a>	TELEPHONE- CH	838	838
1,058	1,228	1,250	<a href="#">110-17-6530301</a>	TELEPHONE- CITY SHOPS	-	-
584	1,048	1,434	<a href="#">110-17-6530400</a>	WIRELESS TECHNOLOGY	1,548	1,548
-	33	150	<a href="#">110-17-6540100</a>	PUBLICATIONS	150	150
-	2,398	100	<a href="#">110-17-6550100</a>	PRINTING	-	-
-	-	100	<a href="#">110-17-6580100</a>	TRAVEL-MEETINGS/ERRANDS	100	100
526	491	425	<a href="#">110-17-6590100</a>	BANK FEES	457	457
228	307	417	<a href="#">110-17-6590200</a>	MERCHANT FEES	481	481
135	445	616	<a href="#">110-17-6590300</a>	CONVENIENCE FEES/CREDIT CARD	755	755
1,061	854	1,000	<a href="#">110-17-6610100</a>	OFFICE SUPPLIES	1,000	1,000
1,445	1,014	25,000	<a href="#">110-17-6610200</a>	OPERATING MATERIALS & SUPPLES	25,000	25,000
219	252	450	<a href="#">110-17-6610300</a>	BLDG SUPP- CITY HALL	443	443
-	-	-	<a href="#">110-17-6610400</a>	BLDG SUPP- CITY SHOPS	100	100
99	132	155	<a href="#">110-17-6621100</a>	GAS/HEAT- CH	143	143
139	156	150	<a href="#">110-17-6621101</a>	GAS/HEAT- CITY SHOPS	-	-
6,830	6,193	4,883	<a href="#">110-17-6622100</a>	ELECTRICITY-CH	8,109	8,109
997	709	1,100	<a href="#">110-17-6622101</a>	ELECTRICITY- CITY SHOPS	-	-
1,660	1,739	4,000	<a href="#">110-17-6626101</a>	FUEL	4,000	4,000
-	-	-	<a href="#">110-17-6630100</a>	MEETING ATTENDANCE-CD/PWD	75	75
121	-	400	<a href="#">110-17-6630200</a>	CONF- MEALS/LODGING- PW	400	400
2,069	539	2,500	<a href="#">110-17-6650100</a>	DUES/SUB/MEMBERSHIP	2,700	2,700



City of Fairview  
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Fund: 110-17 - GENERAL FUND PARKS DEPARTMENT

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
368	974	385	<a href="#">110-17-6650200</a>	TRAINING & CONF.	700	700
2,069	1,935	8,400	<a href="#">110-17-6665100</a>	SMALL TOOLS/MINOR EQUIP- PW	8,400	8,400
49,481	53,026	25,000	<a href="#">110-17-6690701</a>	PARK MAINTENANCE	35,000	35,000
-	-	2,000	<a href="#">110-17-6690705</a>	TREE MANAGEMENT	10,000	10,000
-	-	-	<a href="#">110-17-6690707</a>	PARK AND TRAIL REPAIR	10,000	10,000
-	-	500	<a href="#">110-17-6690709</a>	GRAFITTI REMOVAL	500	500
<b>105,918</b>	<b>112,277</b>	<b>127,415</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>156,850</b>	<b>161,850</b>
5,708	-	-	<a href="#">110-17-6720101</a>	COMMUNITY CENTER MAINT/IMPROVEMENT	-	-
17,655	-	-	<a href="#">110-17-6720104</a>	HESLIN HOUSE MAINT/IMPROVEMENTS	-	-
14,387	2,724	-	<a href="#">110-17-6730100</a>	PARK IMPROVEMENTS	5,000	5,000
758	-	-	<a href="#">110-17-6730106</a>	PARK BENCH PROGRAM	-	-
-	-	-	<a href="#">110-17-6740100</a>	EQUIPMENT	5,500	5,500
<b>38,508</b>	<b>2,724</b>	<b>-</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>10,500</b>	<b>10,500</b>
-	10,000	-	<a href="#">110-17-6491144</a>	TRANS TO FACILITIES MAINT.	-	-
1,775	16,800	593	<a href="#">110-17-6491604</a>	ER CONTRIBUTION	14,640	14,640
<b>1,775</b>	<b>26,800</b>	<b>593</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>14,640</b>	<b>14,640</b>
<b>291,863</b>	<b>304,843</b>	<b>299,763</b>	<b>PARKS TOTAL</b>		<b>340,772</b>	<b>354,572</b>



**GENERAL INFORMATION FORM  
FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>General Fund 110</b>
<b>DEPARTMENT:</b>	<b>Recreation 18</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Nolan Young</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6221</b>
<b>DIRECTOR EMAIL</b>	<b><a href="mailto:youngn@ci.fairview.or.us">youngn@ci.fairview.or.us</a></b>

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

Recreation is no longer a department in the General fund. With the implementation of the Two Cities Recreation program, appropriations associated with this program are now budgeted in the Recreation Fund (118) in order to restrict revenue to the purpose of the program. Information for 110-18 is presented solely for historical data.

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Fund: 110-18 - GENERAL FUND RECREATION DEPARTMENT

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
-	10,062	-	<a href="#">110-18-6110900</a>	STAFF - RECREATION	-	-
-	2,403	-	<a href="#">110-18-6210200</a>	MEDICAL INSURANCE	-	-
-	10	-	<a href="#">110-18-6210300</a>	LIFE INSURANCE	-	-
-	52	-	<a href="#">110-18-6210400</a>	LONG TERM DISAB. INS	-	-
-	-	-	<a href="#">110-18-6210500</a>	WORKERS COMP INSURANCE	-	-
-	749	-	<a href="#">110-18-6220100</a>	SOCIAL SECURITY (FICA)	-	-
-	73	-	<a href="#">110-18-6220200</a>	TRI-MET TAX	-	-
-	5	-	<a href="#">110-18-6220300</a>	WBF ASSESSMENT	-	-
-	1,510	-	<a href="#">110-18-6230100</a>	PERS/OPSRP-EMPR. PD	-	-
-	29	-	<a href="#">110-18-6250100</a>	UNEMP. INSURANCE	-	-
-	<b>14,894</b>	-	<b>PERSONNEL SERVICES TOTAL</b>		-	-
-	-	-	<a href="#">110-18-6310100</a>	HR ADMINISTRATION	-	-
-	263	-	<a href="#">110-18-6330200</a>	LEGAL	-	-
-	-	-	<a href="#">110-18-6442200</a>	BUS TRANSPORTATION	-	-
-	-	-	<a href="#">110-18-6500210</a>	FISHING DERBY	-	-
-	395	-	<a href="#">110-18-6500211</a>	COMMUNITY MOVIE NIGHTS	-	-
-	-	-	<a href="#">110-18-6520100</a>	GENERAL LIAB/PROP INSURANCE	-	-
933	2,707	-	<a href="#">110-18-6530200</a>	POSTAGE	-	-
543	1,620	-	<a href="#">110-18-6550100</a>	PRINTING	-	-
-	665	-	<a href="#">110-18-6610200</a>	OPERATING MATERIALS & SUPPLIES	-	-
-	328	-	<a href="#">110-18-6690230</a>	REGISTRATION ASSISTANCE	-	-
<b>1,476</b>	<b>5,978</b>	-	<b>MATERIALS AND SERVICES TOTAL</b>		-	-
<b>1,476</b>	<b>20,872</b>	-	<b>GENERAL FUND RECREATION TOTAL</b>		-	-

## **GENERAL INFORMATION FORM FY 2018-19**

**FUND/ FUND NUMBER:**

**General Fund 110**

**DEPARTMENT:**

**Police 20**

**DEPARTMENT DIRECTOR:**

**Eric “Harry” Smith**

**DIRECTOR PHONE NUMBER:**

**(503) 674-6200**

**DIRECTOR EMAIL:**

**[smithh@ci.fairview.or.us](mailto:smithh@ci.fairview.or.us)**

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

1. Respond to emergency calls for service
2. Protect life and property
3. Maintain order
4. Enforce traffic and criminal laws
5. Crime prevention and public education
6. Investigate crimes

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- The adopted FY 2017-18 budget was based on our consolidation of police services with the Multnomah County Sheriff’s Office (MCSO) on August 1, 2017. This year’s budget will be the first full year of consolidation (BIP 18-011).
- The base service fee has increase 3.597% to \$2,460,838. The one year transition discount of \$100,000 was used last year (FY 2017-18).

City of Fairview  
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Fund: 110-20 - GENERAL FUND POLICE SERVICES DEPARTMENT

2015-2016	2016-2017	2017-2018			2018-2019	2018-2019
Actuals	Actuals	Adopted Budget Amended	Account Number	Line Item Name	Proposed Budget	Approved Budget
1,146,346	1,075,663	93,217	<a href="#">110-20-6110900</a>	STAFF- PD	-	-
74,760	103,568	17,633	<a href="#">110-20-6130100</a>	OVERTIME HOURS	-	-
7,200	7,200	600	<a href="#">110-20-6130400</a>	ON CALL PAY- SGTS	-	-
450	-	-	<a href="#">110-20-6130500</a>	FTO PAY	-	-
224	-	-	<a href="#">110-20-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	-	-
115	136	4	<a href="#">110-20-6200300</a>	EMP ASSIST PROGRAM	-	-
581	627	157	<a href="#">110-20-6200305</a>	FSA ADMIN FEES	-	-
17,356	12,450	1,100	<a href="#">110-20-6200400</a>	LONGEVITY PAY	-	-
29,255	29,822	2,532	<a href="#">110-20-6200500</a>	CERTIFICATION PAY	-	-
226,670	225,746	19,224	<a href="#">110-20-6210200</a>	MEDICAL INSURANCE	-	-
1,505	1,194	4	<a href="#">110-20-6210300</a>	LIFE INSURANCE	-	-
5,778	5,516	19	<a href="#">110-20-6210400</a>	LONG TERM DISAB. INS	-	-
30,638	21,422	3,432	<a href="#">110-20-6210500</a>	WORKERS COMP INSURANCE	-	-
97,283	93,503	14,598	<a href="#">110-20-6220100</a>	SOCIAL SECURITY (FICA)	-	-
9,257	8,986	1,419	<a href="#">110-20-6220200</a>	TRI-MET TAX	-	-
549	469	38	<a href="#">110-20-6220300</a>	WBF ASSESSMENT	-	-
244,474	240,071	28,520	<a href="#">110-20-6230100</a>	PERS/OPSRP- EMPR. PD	-	-
8,644	3,641	191	<a href="#">110-20-6250100</a>	UNEMP. INSURANCE	-	-
25,948	17,441	277,817	<a href="#">110-20-6290100</a>	VACATION BUY-OUT	-	-
3,566	3,000	2,250	<a href="#">110-20-6295600</a>	UNIFORM REIMBURSEMENT	-	-
<b>1,930,599</b>	<b>1,850,457</b>	<b>462,755</b>	<b>PERSONNEL SERVICES TOTAL</b>		-	-
164	199	1,036	<a href="#">110-20-6295100</a>	EMPLOYEE RECOGNITION	-	-
3,727	9,337	918	<a href="#">110-20-6295300</a>	UNIFORMS-REPLACEMENT	-	-
3,349	3,324	129	<a href="#">110-20-6295400</a>	UNIFORMS- MAINT	-	-
32,400	97,200	2,060,856	<a href="#">110-20-6300100</a>	CONTRACT SERVICES	2,460,838	2,460,838
7,740	2,640	-	<a href="#">110-20-6300103</a>	RED LIGHT CAMERA EXPENSE	-	-
2,236	1,024	120	<a href="#">110-20-6310100</a>	HR ADMINISTRATION	-	-
7,908	7,542	-	<a href="#">110-20-6330100</a>	AUDIT & ACCOUNTING	-	-
22,985	22,444	1,672	<a href="#">110-20-6330200</a>	LEGAL	-	-
111	72	315	<a href="#">110-20-6330500</a>	PROPERTY ALARM MONITORING SERVICE	327	327
20,991	19,013	995	<a href="#">110-20-6340100</a>	IT SERVICES	-	-
4,386	3,861	-	<a href="#">110-20-6340101</a>	IT UPGRADES/HARDWARE	-	-
1,140	1,658	-	<a href="#">110-20-6340200</a>	WEBSITE MANAGEMENT	-	-
516	551	169	<a href="#">110-20-6421100</a>	REFUSE/SHREDDING	-	-
7,228	9,663	11,060	<a href="#">110-20-6423100</a>	BLDG CLEANING SRVCS	10,379	10,379
15,137	14,518	944	<a href="#">110-20-6430100</a>	VEHICLE REP/MAINT	-	-
11,841	11,346	17,510	<a href="#">110-20-6430200</a>	BLDG REP/MAINT	17,436	17,436
906	90	-	<a href="#">110-20-6430300</a>	OFFICE EQUIP REP/MAIN	-	-
317	550	-	<a href="#">110-20-6430400</a>	EQUIP REPAIR/MAINT	-	-
300	-	24	<a href="#">110-20-6430401</a>	RADIO/MDC REPAIR/MAINT	-	-
1,711	3,145	111	<a href="#">110-20-6442100</a>	EQUIP RENT	-	-
6,008	4,716	388	<a href="#">110-20-6442101</a>	EQUIP RENT- VEHICLES	-	-
19,252	20,658	4,142	<a href="#">110-20-6520100</a>	GENERAL LIAB/PROP INSURANCE	-	-
74	86	90	<a href="#">110-20-6530100</a>	CABLE TV	48	48
1,047	2,732	204	<a href="#">110-20-6530200</a>	POSTAGE	-	-
3,999	4,668	4,673	<a href="#">110-20-6530300</a>	TELEPHONE- CH	5,517	5,517
33	-	-	<a href="#">110-20-6540100</a>	PUBLICATIONS	-	-
352	1,667	-	<a href="#">110-20-6550100</a>	PRINTING	-	-
54	53	3	<a href="#">110-20-6580100</a>	TRAVEL-MEETINGS/ERRANDS	-	-
2,379	2,298	187	<a href="#">110-20-6590100</a>	BANK FEES	-	-
1,254	1,687	-	<a href="#">110-20-6590200</a>	MERCHANT FEES	-	-
2,673	4,653	-	<a href="#">110-20-6590300</a>	CONVENIENCE FEES/CREDIT CARD	-	-
3,440	3,825	594	<a href="#">110-20-6610100</a>	OFFICE SUPPLIES	-	-
5,547	2,754	40	<a href="#">110-20-6610200</a>	OPERATING MATERIALS & SUPPLES	-	-
1,888	1,899	62	<a href="#">110-20-6610300</a>	BLDG SUPP- CITY HALL	-	-
124	165	221	<a href="#">110-20-6621100</a>	GAS/HEAT- CH	208	208
5,451	12,104	14,797	<a href="#">110-20-6622100</a>	ELECTRICITY-CH	12,965	12,965
21,845	20,685	1,602	<a href="#">110-20-6626101</a>	FUEL	-	-
17	-	-	<a href="#">110-20-6630100</a>	MEETING ATTENDANCE-CP	-	-

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Fund: 110-20 - GENERAL FUND POLICE SERVICES DEPARTMENT

2017-2018					2018-2019	2018-2019
2015-2016	2016-2017	Adopted	Account Number	Line Item Name	Proposed	Approved
Actuals	Actuals	Budget Amended			Budget	Budget
775	5,291	1,103	<a href="#">110-20-6630200</a>	CONF- MEALS/LODGING	-	-
418	554	-	<a href="#">110-20-6650100</a>	DUES/SUB/MEMBRSHIP	-	-
14,189	10,394	-	<a href="#">110-20-6650200</a>	TRAINING & CONF.	-	-
6,500	4,780	27	<a href="#">110-20-6690901</a>	COMMUNITY SUPPORT	-	-
1,050	1,095	-	<a href="#">110-20-6690906</a>	ACCREDITATION	-	-
2,500	4,984	-	<a href="#">110-20-6690907</a>	LEXIPOL- POICY UPDATES	-	-
4,421	4,421	-	<a href="#">110-20-6690920</a>	MULT. CO BOOKING FEE	-	-
987	775	-	<a href="#">110-20-6690930</a>	CRIME PREVENTION	-	-
-	-	-	<a href="#">110-20-6690931</a>	CRIME PREVENTION- TARGET GRANT	-	-
1,000	1,000	-	<a href="#">110-20-6690932</a>	SHOP W/COP	-	-
9,741	7,237	20	<a href="#">110-20-6690933</a>	FIREARMS PROGRAM	-	-
1,702	1,545	85	<a href="#">110-20-6690934</a>	EVIDENCE MANAGEMENT	-	-
100	1,363	-	<a href="#">110-20-6690935</a>	INVESTIGATE/CRIME	-	-
788	-	-	<a href="#">110-20-6690938</a>	PD DONATIONS- DESIGNATED	-	-
-	-	-	<a href="#">110-20-6690939</a>	ST. HOMELAND SECURITY GRANTS	-	-
-	129	-	<a href="#">110-20-6690940</a>	POLICE RESERVE EXPENSES	-	-
4,422	1,521	-	<a href="#">110-20-6690950</a>	TRAFFIC SAFETY	-	-
24,164	16,944	1,255	<a href="#">110-20-6690959</a>	RADIO COMMUNICATIONS	-	-
15,132	11,498	-	<a href="#">110-20-6690960</a>	RECORDS MANAGEMENT SYSTEMS	-	-
10,235	11,306	601	<a href="#">110-20-6690961</a>	WIRELESS TECHNOLOGY- PD	-	-
<b>318,653</b>	<b>377,663</b>	<b>2,125,953</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>2,507,718</b>	<b>2,507,718</b>
65,804	-	-	<a href="#">110-20-6720102</a>	TRAFFIC SAFETY EQUIP.	-	-
543	31,653	-	<a href="#">110-20-6740100</a>	EQUIPMENT	-	-
623	-	-	<a href="#">110-20-6740500</a>	OFFICE EQUIPMENT	-	-
<b>66,970</b>	<b>31,653</b>	-	<b>CAPITAL IMPROVEMENTS TOTAL</b>		-	-
-	40,000	-	<a href="#">110-20-6491605</a>	ER CONTRIBUTION	-	-
-	<b>40,000</b>	-	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		-	-
<b>2,316,221</b>	<b>2,299,773</b>	<b>2,588,708</b>	<b>POLICE SERVICES TOTAL</b>		<b>2,507,718</b>	<b>2,507,718</b>





## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>General Fund 110</b>
<b>DEPARTMENT:</b>	<b>Fire/BOEC/EM 25</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Nolan Young</b>
<b>DIRECTOR PHONE NUMBER:</b>	<b>(503) 674-6221</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:youngn@ci.fairview.or.us"><u>youngn@ci.fairview.or.us</u></a>

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Fire/BOEC/Emergency Management Department is responsible for contracting with the City of Gresham for community fire services and contracting with the City of Portland's Bureau of Emergency Communications (BOEC) for public safety dispatch services.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2018-19 AND FY 2017-18:**

- With consolidation of our Police Department with MCSO the City Administrator has assumed management of the two contracts (Fire and Dispatch) included in this budget. Since this is a General Fund Department we are not charging any of the City Administrator's time to it.
- The contract with City of Gresham for fire services is based on increases in personnel costs. There is a cap on the annual increase of 4.5%. Cost went up 3.1% for FY 2018-19.
- The BOEC contract increased 11% in FY 2017-18. A 4.5% increase has been budgeted for FY 2018-19.

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Fund: 110-25 - GENERAL FUND EMERGENCY MANAGEMENT DEPARTMENT

2017-2018

2015-2016 Actuals	2016-2017 Actuals	Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
5,381	-	-	<a href="#">110-25-6110900</a>	STAFF- PD OFFICE BOEC/FIRE/EM	-	-
25	-	-	<a href="#">110-25-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	-	-
108	-	-	<a href="#">110-25-6200400</a>	LONGEVITY PAY	-	-
73	-	-	<a href="#">110-25-6200500</a>	CERTIFICATION PAY	-	-
323	-	-	<a href="#">110-25-6210200</a>	MEDICAL INSURANCE	-	-
3	-	-	<a href="#">110-25-6210300</a>	LIFE INSURANCE	-	-
12	-	-	<a href="#">110-25-6210400</a>	LONG TERM DISAB. INS	-	-
532	-	-	<a href="#">110-25-6220100</a>	SOCIAL SECURITY (FICA)	-	-
50	-	-	<a href="#">110-25-6220200</a>	TRI-MET TAX	-	-
1	-	-	<a href="#">110-25-6220300</a>	WBF ASSESSMENT	-	-
587	-	-	<a href="#">110-25-6230100</a>	PERS/OPSRP- EMPR. PD	-	-
49	-	-	<a href="#">110-25-6250100</a>	UNEMP. INSURANCE	-	-
1,450	-	-	<a href="#">110-25-6290100</a>	VACATION BUY-OUT	-	-
<b>8,593</b>	-	-	<b>PERSONNEL SERVICES TOTAL</b>		-	-
6,771	13,939	4,300	<a href="#">110-25-6300100</a>	CONTRACT SERVICES	-	-
199,082	210,382	227,550	<a href="#">110-25-6690924</a>	BOEC CONTRACT COSTS	237,842	237,842
913,044	1,021,550	1,069,574	<a href="#">110-25-6690925</a>	FIRE CONTRACT COSTS	1,102,802	1,102,802
<b>1,118,897</b>	<b>1,245,870</b>	<b>1,301,424</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>1,340,644</b>	<b>1,340,644</b>
<b>1,127,490</b>	<b>1,245,870</b>	<b>1,301,424</b>	<b>EMERGENCY MANAGEMENT TOTAL</b>		<b>1,340,644</b>	<b>1,340,644</b>

## GENERAL INFORMATION FORM FY 2018-19

**FUND/ FUND NUMBER:**

**General Fund 110**

**DEPARTMENT:**

**Other Requirements 40**

**DEPARTMENT DIRECTOR:**

**Lesa Folger**

**DIRECTOR DIRECT PHONE NUMBER:**

**(503) 674-6247**

**DIRECTOR EMAIL:**

**[folgerl@ci.fairview.or.us](mailto:folgerl@ci.fairview.or.us)**

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The purpose of General Fund “Other Requirements” is to budget for transfers in support of other City Funds, to maintain identification of dedicated and assigned funds, and to maintain a reserve that will ensure adherence to the following City Council adopted Financial Guidelines:

1. The City shall maintain a general fund *Emergency Contingency* funded at a **minimum of 5 percent** of General Fund operating expenditures. This contingency is for unexpected expenditures that could not have been anticipated at the time the budget was prepared.
2. The City shall maintain a General Fund *Operating Fund Balance* funded at a **minimum of 25 percent** of operating expenditures. This will help maintain the minimum cash flow necessary to ensure the City will not need to issue Tax Anticipation Notes (short-term borrowing).
3. Remainder of funds, unless otherwise restricted, will be designated at *Contingency-Excess Reserves*.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- \$70,973 is being transferred to the Recreation Fund to pay for the City of Fairview 60% share of costs (beyond donations and user fees) for the East County Recreation Program. (BIP 18-012)
- A \$74,522 Recreation Contingency has been created for year three of the East County Recreation Program (per the Intergovernmental Agreement with Wood Village). (BIP 18-012)
- Emergency Contingency is up \$12,610 from FY 2017-18. Contingency – Excess Reserves (\$1,676,621) is down \$287,772 from the FY 2017-18 Adopted Budget as Amended. (BIP 18-002 goes into more detail on contingencies and ending fund balance).

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Fund: 110-40 - GENERAL FUND OTHER REQUIREMENTS DEPARTMENT

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
-	248	-	<a href="#">110-40-6690200</a>	BAD DEBT EXPENSE	-	-
-	<b>248</b>	-		<b>MATERIALS AND SERVICES TOTAL</b>	-	-
-	-	74,088	<a href="#">110-40-6491118</a>	TRANS TO RECREATION	70,973	70,973
-	-	146,875	<a href="#">110-40-6491123</a>	TRANS TO GRANT FUND	-	-
-	30,000	-	<a href="#">110-40-6491130</a>	TRANS TO PARKS SDC FUND	-	-
-	3,000	93,000	<a href="#">110-40-6491144</a>	TRANS TO FACILITIES MAINT.	-	-
-	<b>33,000</b>	<b>313,963</b>		<b>TRANSFERS TO OTHER FUNDS TOTAL</b>	<b>70,973</b>	<b>70,973</b>
-	-	245,120	<a href="#">110-40-6910002</a>	EMERGENCY CONTINGENCY	257,730	257,730
-	-	129,424	<a href="#">110-40-6910001</a>	CONTINGENCY - RECREATION PROGRAM	74,522	74,522
-	-	1,964,393	<a href="#">110-40-6910000</a>	CONTINGENCY - EXCESS RESERVES	1,676,621	1,662,821
-	-	<b>2,338,937</b>		<b>OTHER TOTAL</b>	<b>2,008,873</b>	<b>1,995,073</b>
-	<b>33,248</b>	<b>2,652,900</b>		<b>OTHER REQUIREMENTS TOTAL</b>	<b>2,079,846</b>	<b>2,066,046</b>
<b>4,531,628</b>	<b>4,755,089</b>	<b>7,807,528</b>		<b>TOTAL GENERAL FUND EXPENSES</b>	<b>7,333,165</b>	<b>7,333,165</b>
<b>3,958,124</b>	<b>3,857,439</b>	<b>1,226,104</b>		<b>GENERAL FUND TOTALS</b>	<b>1,288,648</b>	<b>1,288,648</b>

GENERAL FUND TOTALS

3,882,988	3,958,124	4,081,556	Beginning Fund Balance	3,606,551	3,606,551
4,606,764	4,654,405	4,952,076	Operating Resources	5,015,262	5,015,262
2,635,327	2,648,270	1,301,896	Personnel Services	842,933	851,733
1,779,948	1,967,342	3,849,084	Materials and Services	4,372,257	4,377,257
-	-	-	Debt Service	-	-
109,579	34,377	800	Capital Improvements	20,500	20,500
6,775	105,100	316,811	Transfers to Other Funds	88,602	88,602
-	-	2,338,937	Contingency	2,008,873	1,995,073
3,958,124	3,857,439	1,226,104	Ending Balance	1,288,648	1,288,648



## Recreation Fund

## **GENERAL INFORMATION FORM FY 2018-19**

**FUND/ FUND NUMBER****Recreation 118****DEPARTMENT/DEPARTMENT NUMBER****Administration 00****DEPARTMENT DIRECTOR****Nolan Young****DIRECTOR DIRECT PHONE NUMBER****503-674-6221****DIRECTOR EMAIL:****[youngn@ci.fairview.or.us](mailto:youngn@ci.fairview.or.us)****EMPLOYEE = 1.3****DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Recreation Fund is to account for the New East County Recreation Program created through an intergovernmental agreement (IGA) between the cities of Fairview and Wood Village. For three years the IGA calls for Fairview to handle the Administrative functions of the program including Fiscal Management and hiring and supervising a full time Recreation Manager.

Any expenses above program income and donations are split 60% Fairview and 40% Wood Village. Fairview's year 2 contribution (\$70,973) is transferred in from General Fund Reserve Funds. The amount anticipated coming from Fairview in year 3 (a 5% increase over year 2) of the program (\$74,522) is in a special contingency in the General Fund.

City Council Goal Objective #3A: "Pursue growth of East County Recreation program & look for opportunities to enhance funding".

Budget Issue Paper (BIP) 18-012 further discusses this program.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2016-17 AND FY 2018-19:**

- The Contributions from both Wood Village and Fairview have increase 3.5% to allow the program to grow.
- An unanticipated Grant in FY 2017-18 allowed us to expand the program and still have a healthy beginning fund balance. We have budgeted for a \$10,000 grant in FY 2018-19 that will need to be secured during the year.
- \$8,640 is included in the Personal Services budget for temporary staff to help with translation service, assist with program development and provide a second adult at classes.

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Fund: 118 - RECREATION PROGRAM FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
-	-	-	<a href="#">118-00-4995000</a>	BEGINNING FUND BALANCE	17,146	17,146
-	-	-	<a href="#">118-00-4333117</a>	GRANTS	10,000	10,000
-	-	45,716	<a href="#">118-00-4333118</a>	WOOD VILLAGE REC CONTRIBUTION	47,316	47,316
-	-	-	<a href="#">118-00-4390300</a>	PARTNERSHIP REVENUE	1,800	1,800
-	-	10,000	<a href="#">118-00-4390400</a>	CONTRIBUTIONS AND SPONSORSHIPS	12,000	12,000
-	-	74,088	<a href="#">118-00-4391200</a>	TRANS FROM GF	70,973	70,973
-	-	9,100	<a href="#">118-00-4510113</a>	REGISTRATION FEES	11,800	11,800
-	-	<b>138,904</b>		<b>RESOURCES TOTAL</b>	<b>171,035</b>	<b>171,035</b>
-	-	67,681	<a href="#">118-00-6110900</a>	STAFF - RECREATION	70,448	70,448
-	-	-	<a href="#">118-00-6120100</a>	TEMPORARY HELP	8,640	8,640
-	-	5	<a href="#">118-00-6200300</a>	EMP ASSIST PROGRAM	5	5
-	-	14,779	<a href="#">118-00-6210200</a>	MEDICAL INSURANCE	16,130	16,130
-	-	76	<a href="#">118-00-6210300</a>	LIFE INSURANCE	105	105
-	-	209	<a href="#">118-00-6210400</a>	LONG TERM DISAB. INS	360	360
-	-	1,968	<a href="#">118-00-6210500</a>	WORKERS COMP INSURANCE	729	729
-	-	4,611	<a href="#">118-00-6220100</a>	SOCIAL SECURITY (FICA)	5,918	5,918
-	-	455	<a href="#">118-00-6220200</a>	TRI-MET TAX	587	587
-	-	29	<a href="#">118-00-6220300</a>	WBF ASSESSMENT	38	38
-	-	11,280	<a href="#">118-00-6230100</a>	PERS/OPSRP- EMPR. PD	13,438	13,438
-	-	181	<a href="#">118-00-6250100</a>	UNEMP. INSURANCE	150	150
-	-	<b>101,274</b>		<b>PERSONNEL SERVICES TOTAL</b>	<b>116,548</b>	<b>116,548</b>
-	-	-	<a href="#">118-00-6300106</a>	COURSE INSTRUCTION FEES	9,360	9,360
-	-	5,000	<a href="#">118-00-6300107</a>	WOOD VILLAGE BAPTIST PROGRAM	5,000	5,000
-	-	-	<a href="#">118-00-6300108</a>	PARTNERSHIP COURSE INSTRUCTION FEE	3,600	3,600
-	-	2,000	<a href="#">118-00-6310100</a>	HR ADMINISTRATION	-	-
-	-	-	<a href="#">118-00-6330200</a>	LEGAL	-	-
-	-	-	<a href="#">118-00-6340100</a>	IT SERVICES	-	-
-	-	5,000	<a href="#">118-00-6340101</a>	IT UPGRADES/HARDWARE	4,691	4,691
-	-	2,000	<a href="#">118-00-6442200</a>	BUS TRANSPORTATION	-	-
-	-	1,000	<a href="#">118-00-6500210</a>	FISHING DERBY	-	-
-	-	3,200	<a href="#">118-00-6500211</a>	COMMUNITY MOVIE NIGHTS	1,058	1,058
-	-	300	<a href="#">118-00-6530200</a>	POSTAGE	-	-
-	-	-	<a href="#">118-00-6530400</a>	WIRELESS TECHNOLOGY	800	800
-	-	5,500	<a href="#">118-00-6550100</a>	PRINTING	7,500	7,500
-	-	200	<a href="#">118-00-6590300</a>	CONVENIENCE FEES/CREDIT CARD	200	200
-	-	3,000	<a href="#">118-00-6610200</a>	OPERATING MATERIALS & SUPPLIES	4,500	4,500
-	-	-	<a href="#">118-00-6610203</a>	FUNDRAISING MATERIALS & SUPPLIES	2,000	2,000
-	-	-	<a href="#">118-00-6610205</a>	MARKETING / COMMUNITY OUTREACH	3,000	3,000
-	-	350	<a href="#">118-00-6630200</a>	CONF- MEALS/LODGING	200	200
-	-	1,900	<a href="#">118-00-6650200</a>	TRAINING & CONF.	1,000	1,000
-	-	-	<a href="#">118-00-6650203</a>	TRAINING & CONF. - VOLUNTEERS	2,000	2,000
-	-	2,500	<a href="#">118-00-6690230</a>	SCHOLARSHIPS	5,000	5,000
-	-	<b>31,950</b>		<b>MATERIALS AND SERVICES TOTAL</b>	<b>49,909</b>	<b>49,909</b>
-	-	5,680	<a href="#">118-00-6910000</a>	CONTINGENCY	4,578	4,578
-	-	<b>5,680</b>		<b>OTHER TOTAL</b>	<b>4,578</b>	<b>4,578</b>
-	-	<b>138,904</b>		<b>TOTAL RECREATION EXPENSES</b>	<b>171,035</b>	<b>171,035</b>
-	-	-		<b>RECREATION FUND TOTAL</b>	-	-







# Administrative Excise Charge (AEC) Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>AEC 121</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Lesa Folger</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6247</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:folgerl@ci.fairview.or.us"><u>folgerl@ci.fairview.or.us</u></a>

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The purpose of The Administrative Excise Charge Fund (AEC) is to collect funds from new development to pay for public infrastructure (such as City Hall and other City buildings). City Council passed a resolution in FY 2015-16 to allow AEC funds to be utilized for approved capital expenditures in City parks.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Revenue in the AEC Fund is budgeted to increase dramatically (from \$26,480 in FY 2017-18 to \$152,500 in FY 2018-19) due to expected development.
- \$165,000 is proposed to be transferred to the Parks SDC Fund to pay for the following improvements:

○ Salish Ponds Restrooms	\$110,000 (BIP 18-017)
○ Lakeshore Park (Phase III)	\$ 50,000 (BIP 18-015)
○ Heritage Site Signage	\$ 5,000

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Fund: 121 - ADMIN EXCISE CHARGE FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
38,203	43,155	58,481	<a href="#">121-00-4995000</a>	BEGINNING FUND BALANCE	20,061	20,061
9,926	6,523	26,480	<a href="#">121-00-4318300</a>	ADMIN EXCISE CHRG	152,500	152,500
257	519	539	<a href="#">121-00-4361100</a>	INTEREST- LGIP	561	561
2	1	-	<a href="#">121-00-4361200</a>	INTEREST- INVESTMENTS	-	-
<b>48,389</b>	<b>50,199</b>	<b>85,500</b>		<b>RESOURCES TOTAL</b>	<b>173,122</b>	<b>173,122</b>
5,234	-	-	<a href="#">121-00-6730100</a>	PARK IMPROVEMENTS	-	-
-	30,904	48,609	<a href="#">121-00-6730107</a>	CAPITAL IMPROVEMENTS	-	-
<b>5,234</b>	<b>30,904</b>	<b>48,609</b>		<b>CAPITAL IMPROVEMENTS TOTAL</b>	<b>-</b>	<b>-</b>
-	19,294	36,891	<a href="#">121-00-6491134</a>	TRANS TO PARKS SDC	165,000	165,000
-	<b>19,294</b>	<b>36,891</b>		<b>TRANSFERS TO OTHER FUNDS TOTAL</b>	<b>165,000</b>	<b>165,000</b>
-	-	-	<a href="#">121-00-6910000</a>	CONTINGENCY	8,122	8,122
-	-	-		<b>OTHER TOTAL</b>	<b>8,122</b>	<b>8,122</b>
<b>5,234</b>	<b>50,198</b>	<b>85,500</b>		<b>TOTAL AEC EXPENSES</b>	<b>173,122</b>	<b>173,122</b>
<b>43,155</b>	<b>1</b>	<b>-</b>		<b>AEC FUND TOTAL</b>	<b>-</b>	<b>-</b>





## Building Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Building Fund 122</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Allan Berry</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6235</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:berrya@ci.fairview.or.us"><u>berrya@ci.fairview.or.us</u></a>
<b>EMPLOYEE = 1.45</b>	

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

State law requires that permit revenues be used only toward operating expenditures of the Building Department. The Building Fund segregates building fund activity and ensures that the City of Fairview can account for permit revenues and operating expenditures, therefore demonstrating compliance with state law. The purpose of the Department follows:

1. Provide and fund a Building Inspection Program as required by state law.
2. Support the Fairview Building Official, plan examiners, and inspectors.
3. Provide expert, timely, coordinated, and cost effective permitting and inspection services.
4. Issue permits, conduct inspections, and approve occupancies.
5. Enforce violations of building codes.
6. Establish an operating reserve fund to cover operating costs during economic down turns and limit general fund transfers.
7. Coordinate, implement, and track the "Development Incentive Program" as adopted by Council in FY2015-16.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Contract Services have increased for building inspection due to anticipated additional services required as a result of several projects in response to the Development Incentive Program.
- The contingency includes Building Inspection Fees that may need to be refunded under the Development Incentive Program.

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Fund: 122 - BUILDING FUND

2015-2016	2016-2017	2017-2018			2018-2019	2018-2019
Actuals	Actuals	Adopted Budget Amended	Account Number	Line Item Name	Proposed Budget	Approved Budget
10,261	123,448	311,335	<a href="#">122-00-4995000</a>	BEGINNING FUND BALANCE	378,748	378,748
427	213	300	<a href="#">122-00-4318200</a>	CET REVENUE	1,500	1,500
-	472	-	<a href="#">122-00-4318201</a>	REYNOLDS CET REVENUE	500	500
98,268	58,117	81,682	<a href="#">122-00-4320200</a>	BUILDING PERMITS	134,256	134,256
21,810	17,909	20,420	<a href="#">122-00-4320300</a>	ELECTRICAL PERMITS	41,952	41,952
15,863	14,698	20,420	<a href="#">122-00-4320400</a>	PLUMBING PERMITS	33,576	33,576
15,949	8,778	8,160	<a href="#">122-00-4320800</a>	MECHANICAL PERMITS	14,256	14,256
-	-	-	<a href="#">122-00-4320900</a>	BLDG PERMITS- OTHER	-	-
3,350	4,480	4,084	<a href="#">122-00-4320901</a>	FIRE PREVENTION PERMITS	6,720	6,720
699	711	1,500	<a href="#">122-00-4320902</a>	GRADING PERMITS	4,200	4,200
175	725	2,000	<a href="#">122-00-4320903</a>	DEMOLITION PERMITS	1,680	1,680
1,600	-	500	<a href="#">122-00-4320904</a>	MANUF. DWELLING PERMIT	840	840
671	2,296	2,228	<a href="#">122-00-4361100</a>	INTEREST- LGIP	8,958	8,958
5	11	-	<a href="#">122-00-4361200</a>	INTEREST- INVESTMENTS	-	-
342	513	300	<a href="#">122-00-4390100</a>	MISC. REVENUE	300	300
<b>169,420</b>	<b>232,370</b>	<b>452,929</b>	<b>RESOURCES TOTAL</b>		<b>627,486</b>	<b>627,486</b>
5,926	55,357	96,024	<a href="#">122-00-6110900</a>	STAFF- BLDG	103,994	103,994
39	504	102	<a href="#">122-00-6130100</a>	OVERTIME HOURS	300	300
27	27	126	<a href="#">122-00-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	126	126
9	6	196	<a href="#">122-00-6200300</a>	EMP ASSIST PROGRAM	196	196
177	118	202	<a href="#">122-00-6200400</a>	LONGEVITY PAY	204	204
2,992	12,952	21,725	<a href="#">122-00-6210200</a>	MEDICAL INSURANCE	23,710	23,710
13	54	88	<a href="#">122-00-6210300</a>	LIFE INSURANCE	92	92
63	271	459	<a href="#">122-00-6210400</a>	LONG TERM DISAB. INS	476	476
1,956	1,367	3,056	<a href="#">122-00-6210500</a>	WORKERS COMP INSURANCE	904	904
964	4,139	7,163	<a href="#">122-00-6220100</a>	SOCIAL SECURITY (FICA)	7,649	7,649
92	399	706	<a href="#">122-00-6220200</a>	TRI-MET TAX	764	764
6	27	43	<a href="#">122-00-6220300</a>	WBF ASSESSMENT	43	43
2,263	8,718	18,706	<a href="#">122-00-6230100</a>	PERS/OPSRP-EMPR. PD	20,194	20,194
85	162	281	<a href="#">122-00-6250100</a>	UNEMP. INSURANCE	85	85
51	59	250	<a href="#">122-00-6290100</a>	VACATION BUY-OUT	250	250
<b>14,664</b>	<b>84,161</b>	<b>149,127</b>	<b>PERSONNEL SERVICES TOTAL</b>		<b>158,987</b>	<b>158,987</b>

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Fund: 122 - BUILDING FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
-	-	75	<a href="#">122-00-6295100</a>	EMPLOYEE RECOGNITION	75	75
-	-	5,000	<a href="#">122-00-6300100</a>	CONTRACT SERVICES	5,000	5,000
18	-	150	<a href="#">122-00-6310100</a>	HR ADMINISTRATION	150	150
359	343	455	<a href="#">122-00-6330100</a>	AUDIT & ACCOUNTING	367	367
4,552	1,284	1,750	<a href="#">122-00-6330200</a>	LEGAL	1,750	1,750
-	10	24	<a href="#">122-00-6330500</a>	PROPERTY ALARM MONITORING SERVICE	12	12
567	539	1,014	<a href="#">122-00-6340100</a>	IT SERVICES	626	626
162	115	340	<a href="#">122-00-6340101</a>	IT UPGRADES/HARDWARE	150	150
141	152	157	<a href="#">122-00-6340200</a>	WEBSITE MANAGEMENT	183	183
59	78	100	<a href="#">122-00-6421100</a>	REFUSE/SHREDDING	100	100
195	261	299	<a href="#">122-00-6423100</a>	BLDG CLEANING SRVCS	281	281
313	266	2,318	<a href="#">122-00-6430200</a>	BLDG REP/MAINT	2,356	2,356
1,797	1,975	1,276	<a href="#">122-00-6442100</a>	EQUIP RENT	1,556	1,556
875	939	782	<a href="#">122-00-6520100</a>	GENERAL LIAB/PROP INSURANCE	842	842
113	85	103	<a href="#">122-00-6530200</a>	POSTAGE	169	169
179	173	1,125	<a href="#">122-00-6530300</a>	TELEPHONE-CH	1,328	1,328
797	-	250	<a href="#">122-00-6540100</a>	PUBLICATIONS	250	250
14	-	50	<a href="#">122-00-6550100</a>	PRINTING	-	-
-	-	75	<a href="#">122-00-6580100</a>	TRAVEL- MEETINGS/ERRANDS	75	75
76	84	107	<a href="#">122-00-6590100</a>	BANK FEES	87	87
57	77	93	<a href="#">122-00-6590200</a>	MERCHANT FEES	108	108
252	396	455	<a href="#">122-00-6590300</a>	CONVENIENCE FEES/CREDIT CARD	566	566
101	41	150	<a href="#">122-00-6610100</a>	OFFICE SUPPLIES	150	150
-	277	800	<a href="#">122-00-6610200</a>	OPERATING MATERIALS & SUPPLES	750	750
36	50	139	<a href="#">122-00-6610300</a>	BLDG SUPP- CITY HALL	177	177
8	11	155	<a href="#">122-00-6621100</a>	GAS/HEAT- CH	143	143
363	372	216	<a href="#">122-00-6622100</a>	ELECTRICITY-CH	405	405
-	-	-	<a href="#">122-00-6630100</a>	MEETING ATTENDANCE	100	100
-	19	-	<a href="#">122-00-6630200</a>	CONF- MEALS/LODGING	-	-
-	170	100	<a href="#">122-00-6650100</a>	DUES/SUB/MEMBRSHIP	100	100
40	225	800	<a href="#">122-00-6650200</a>	TRAINING & CONF.	800	800
20,233	45,100	163,629	<a href="#">122-00-6690502</a>	BUILDING INSPECTION SRVCS	240,000	240,000
<b>31,308</b>	<b>53,040</b>	<b>181,987</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>258,656</b>	<b>258,656</b>
-	-	250	<a href="#">122-00-6740200</a>	BLDG EQUIPMENT- CH	-	-
-	-	250	<a href="#">122-00-6740500</a>	OFFICE EQUIPMENT	-	-
-	-	<b>500</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		-	-
-	-	121,315	<a href="#">122-00-6910000</a>	CONTINGENCY	209,843	209,843
-	-	<b>121,315</b>	<b>OTHER TOTAL</b>		<b>209,843</b>	<b>209,843</b>
<b>45,972</b>	<b>137,200</b>	<b>452,929</b>	<b>TOTAL BUILDING EXPENSES</b>		<b>627,486</b>	<b>627,486</b>
<b>123,448</b>	<b>95,170</b>	-	<b>BUILDING FUND TOTAL</b>		-	-





## Grant and Special Projects Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Grants/Projects 123</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Allan Berry</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6235</b>
<b>DIRECTOR EMAIL:</b>	<b><a href="mailto:berrya@ci.fairview.or.us">berrya@ci.fairview.or.us</a></b>

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

Identify and track required grant match contributions, grant revenues, and grant expenditures. Identify and track individual capital projects or other program grants/donations.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- The Community Development Block Grant (CDBG) sidewalk project in “Historic Fairview” (see BIP 18-013). The matching funds are in the street, sewer, water, and stormwater funds.
- The Public Works Shop (see BIP 18-019) with a Guaranteed Maximum Price of \$2.5 million.

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Fund: 123 - GRANT AND SPECIAL PROJECT FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
24,861	22,867	22,989	<a href="#">123-00-4995000</a>	BEGINNING FUND BALANCE	25,023	25,023
-	66,282	-	<a href="#">123-00-4331200</a>	OPER GRT PROC.- FED	-	-
-	-	-	<a href="#">123-00-4334101</a>	GRANT- STATE HALSEY ST. SIDEWALK PROJ	-	-
-	23,740	-	<a href="#">123-00-4337109</a>	GRANT - HALSEY CORRIDOR	-	-
-	(250)	60,000	<a href="#">123-00-4337202</a>	CDBG GRANT - SIDEWALK IMPROVEMENTS	70,568	70,568
161	91	150	<a href="#">123-00-4361100</a>	INTEREST- LGIP	-	-
1	0	-	<a href="#">123-00-4361200</a>	INTEREST- INVESTMENTS	-	-
-	-	-	<a href="#">123-00-4391114</a>	TRANS FROM STREET	4,432	4,432
-	-	-	<a href="#">123-00-4391121</a>	TRANS FROM WATER	25,000	25,000
-	-	-	<a href="#">123-00-4391122</a>	TRANS FROM SEWER	5,000	5,000
-	-	-	<a href="#">123-00-4391123</a>	TRANS FROM STORM	50,000	50,000
-	-	146,875	<a href="#">123-00-4391200</a>	TRANS FROM GEN FUND	-	-
-	-	-	<a href="#">123-00-4393200</a>	BOND PROCEEDS - PW SHOP	2,500,000	2,500,000
<b>25,023</b>	<b>112,731</b>	<b>230,014</b>		<b>RESOURCES TOTAL</b>	<b>2,680,023</b>	<b>2,680,023</b>
2,156	-	-	<a href="#">123-00-6700103</a>	STATE GRANT- HALSEY ST SIDEWALK PROJ	-	-
-	66,282	60,000	<a href="#">123-00-6700107</a>	CDBG GRANT	155,000	155,000
-	109,685	-	<a href="#">123-00-6700109</a>	GRANT - HALSEY CORRIDOR	-	-
-	-	146,875	<a href="#">123-00-6720107</a>	PW SHOPS PROJECT	2,403,125	2,403,125
<b>2,156</b>	<b>175,967</b>	<b>206,875</b>		<b>CAPITAL IMPROVEMENTS TOTAL</b>	<b>2,558,125</b>	<b>2,558,125</b>
-	-	-	<a href="#">123-00-6491110</a>	TRANS TO GENERAL FUND	96,875	96,875
-	-	-		<b>TRANSFERS TO OTHER FUNDS TOTAL</b>	<b>96,875</b>	<b>96,875</b>
-	-	23,139	<a href="#">123-00-6910000</a>	CONTINGENCY	25,023	25,023
-	-	<b>23,139</b>		<b>OTHER TOTAL</b>	<b>25,023</b>	<b>25,023</b>
<b>2,156</b>	<b>175,967</b>	<b>230,014</b>		<b>TOTAL GRANT AND SPECIAL PROJECTS EXPENSES</b>	<b>2,680,023</b>	<b>2,680,023</b>
<b>22,867</b>	<b>(63,236)</b>	<b>-</b>		<b>GRANT AND SPECIAL PROJECTS FUND TOTAL</b>	<b>-</b>	<b>-</b>





## Street Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	Street 124
<b>DEPARTMENT:</b>	00
<b>DEPARTMENT DIRECTOR:</b>	Allan Berry
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	503-674-6235
<b>DIRECTOR EMAIL:</b>	<a href="mailto:berrya@ci.fairview.or.us">berrya@ci.fairview.or.us</a>
<b>EMPLOYEE = 2.36</b>	

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The State Tax Street Fund provides equipment and services to maintain the City's streets and alley ways. This fund includes payment for services to Multnomah County for street sweeping, annual striping, periodic crack sealing and shoulder repair. This fund also purchases signs, barricades, gravel and other equipment specific to street repair and maintenance. As improvement moneys accumulate, the pavement overlay program is also funded out of this project.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Personnel costs have increased as we reallocated the expense of Public Works Staff to better represent where they actively spend their time.
- \$125,000 for work on narrow Railway undercrossing on NE 223<sup>rd</sup> (BIP 18-014)
- Continuation of \$50,000 expenditure line to fund Sidewalk Maintenance Assistance Program with an additional \$6,000 for tree replacement.
- Street Maintenance and Improvements scheduled include overlay and other street related improvements throughout the City.(see BIP 18-006: Capital Improvement Plan)

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Fund: 124 - STREET FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
688,564	707,074	613,671	<a href="#">124-00-4995000</a>	BEGINNING FUND BALANCE	722,940	722,940
1,925	2,025	2,500	<a href="#">124-00-4322100</a>	RIGHT OF WAY PERMITS	2,500	2,500
12,879	13,038	13,100	<a href="#">124-00-4330105</a>	COUNTY SHARED REVENUE	13,583	13,583
528,733	534,819	515,000	<a href="#">124-00-4330106</a>	STATE SHARED REVENUE-GAS	650,508	650,508
-	-	-	<a href="#">124-00-4334100</a>	GRANT PROCEEDS-STATE	-	-
-	-	-	<a href="#">124-00-4340100</a>	GENERAL GOVT CHARGES	-	-
4,491	7,653	8,121	<a href="#">124-00-4361100</a>	INTEREST- LGIP	12,440	12,440
32	31	-	<a href="#">124-00-4361200</a>	INTEREST- INVESTMENTS	-	-
2,800	18,460	500	<a href="#">124-00-4390100</a>	MISC. REVENUE	500	500
<b>1,239,424</b>	<b>1,283,100</b>	<b>1,152,892</b>		<b>RESOURCES TOTAL</b>	<b>1,402,471</b>	<b>1,402,471</b>
105,998	108,576	138,286	<a href="#">124-00-6110900</a>	STAFF- STREET	142,599	142,599
1,390	2,520	7,840	<a href="#">124-00-6120100</a>	TEMPORARY HELP	7,840	7,840
765	1,197	1,355	<a href="#">124-00-6130100</a>	OVERTIME HOURS	1,355	1,355
2,531	2,508	2,059	<a href="#">124-00-6130200</a>	CALL OUT PAY	2,062	2,062
45	45	-	<a href="#">124-00-6200100</a>	CELL PHONE ALLOWANCE- MAYOR	-	-
434	459	549	<a href="#">124-00-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	549	549
32	37	496	<a href="#">124-00-6200300</a>	EMP ASSIST PROGRAM	496	496
72	78	-	<a href="#">124-00-6200305</a>	FSA ADMIN FEES	-	-
2,207	1,485	2,020	<a href="#">124-00-6200400</a>	LONGEVITY PAY	1,969	1,969
22,983	23,764	31,036	<a href="#">124-00-6210200</a>	MEDICAL INSURANCE	33,871	33,871
116	99	123	<a href="#">124-00-6210300</a>	LIFE INSURANCE	129	129
499	522	647	<a href="#">124-00-6210400</a>	LONG TERM DISAB. INS	675	675
1,956	1,367	4,791	<a href="#">124-00-6210500</a>	WORKERS COMP INSURANCE	3,651	3,651
8,427	8,775	11,228	<a href="#">124-00-6220100</a>	SOCIAL SECURITY (FICA)	11,465	11,465
803	847	1,106	<a href="#">124-00-6220200</a>	TRI-MET TAX	1,145	1,145
56	52	90	<a href="#">124-00-6220300</a>	WBF ASSESSMENT	91	91
20,359	20,907	32,079	<a href="#">124-00-6230100</a>	PERS/OPSRP- EMPR. PD	32,734	32,734
749	344	440	<a href="#">124-00-6250100</a>	UNEMP. INSURANCE	136	136
533	678	1,500	<a href="#">124-00-6290100</a>	VACATION BUY-OUT	1,500	1,500
<b>169,957</b>	<b>174,261</b>	<b>235,645</b>		<b>PERSONNEL SERVICES TOTAL</b>	<b>242,267</b>	<b>242,267</b>
-	-	75	<a href="#">124-00-6295100</a>	EMPLOYEE RECOGNITION	75	75
241	154	600	<a href="#">124-00-6295300</a>	UNIFORMS	800	800
1,353	6,560	17,923	<a href="#">124-00-6300100</a>	CONTRACT SERVICES	17,995	17,995
168	202	1,000	<a href="#">124-00-6310100</a>	HR ADMINISTRATION	1,000	1,000
2,157	2,057	2,731	<a href="#">124-00-6330100</a>	AUDIT & ACCOUNTING	2,569	2,569
5,099	4,200	4,500	<a href="#">124-00-6330200</a>	LEGAL	4,500	4,500
868	280	25,000	<a href="#">124-00-6330300</a>	ARCHITECTUAL/DESIGN ENGINEERING	25,000	25,000
2,666	45,605	70,000	<a href="#">124-00-6330400</a>	ENGINEERING AND MAPS	130,000	130,000
106	77	111	<a href="#">124-00-6330500</a>	PROPERTY ALARM MONITORING SERVICE	205	205
3,752	3,343	6,084	<a href="#">124-00-6340100</a>	IT SERVICES	5,008	5,008
275	721	2,338	<a href="#">124-00-6340101</a>	IT UPGRADES/HARDWARE	1,314	1,314
419	308	236	<a href="#">124-00-6340200</a>	WEBSITE MANAGEMENT	229	229

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Fund: 124 - STREET FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
59	78	100	<a href="#">124-00-6421100</a>	REFUSE/SHREDDING	100	100
977	1,306	1,495	<a href="#">124-00-6423100</a>	BLDG CLEANING SRVCS	1,403	1,403
737	1,777	2,000	<a href="#">124-00-6430100</a>	VEHICLE REP/MAINT	2,000	2,000
1,629	1,654	2,318	<a href="#">124-00-6430200</a>	BLDG REP/MAINT	2,356	2,356
-	-	100	<a href="#">124-00-6430300</a>	OFFICE EQUIP REP/MAIN	100	100
1,587	408	1,000	<a href="#">124-00-6430400</a>	EQUIP REP/MAINT	1,200	1,200
10,000	10,000	10,500	<a href="#">124-00-6441100</a>	RENT EXPENSE-TO GF	10,500	10,500
2,846	2,592	3,350	<a href="#">124-00-6442100</a>	EQUIP RENT	3,112	3,112
5,251	5,634	4,692	<a href="#">124-00-6520100</a>	GENERAL LIAB/PROP INSURANCE	5,052	5,052
1,039	2,261	615	<a href="#">124-00-6530200</a>	POSTAGE	687	687
1,303	1,210	1,177	<a href="#">124-00-6530300</a>	TELEPHONE-CH	1,389	1,389
669	785	750	<a href="#">124-00-6530301</a>	TELEPHONE- CITY SHOPS	-	-
-	-	-	<a href="#">124-00-6530302</a>	ANSWERING SERVICE	-	-
369	689	906	<a href="#">124-00-6530400</a>	WIRELESS TECHNOLOGY	972	972
406	33	325	<a href="#">124-00-6540100</a>	PUBLICATIONS	325	325
-	128	150	<a href="#">124-00-6550100</a>	PRINTING	-	-
-	-	75	<a href="#">124-00-6580100</a>	TRAVEL- MEETINGS/ERRANDS	75	75
304	387	599	<a href="#">124-00-6590100</a>	BANK FEES	583	583
342	581	574	<a href="#">124-00-6590200</a>	MERCHANT FEES	662	662
1,136	1,659	1,899	<a href="#">124-00-6590300</a>	CONVENIENCE FEES/CREDIT CARD	2,077	2,077
717	1,130	600	<a href="#">124-00-6610100</a>	OFFICE SUPPLIES	600	600
10,015	21,999	25,000	<a href="#">124-00-6610200</a>	OPERATING MATERIALS & SUPPLES	25,000	25,000
291	358	554	<a href="#">124-00-6610300</a>	BLDG SUPP- CITY HALL	531	531
11	-	100	<a href="#">124-00-6610400</a>	BLDG SUPP- CITY SHOPS	100	100
74	99	111	<a href="#">124-00-6621100</a>	GAS/HEAT- CH	104	104
88	89	95	<a href="#">124-00-6621101</a>	GAS/HEAT- CITY SHOPS	-	-
3,495	2,841	2,836	<a href="#">124-00-6622100</a>	ELECTRICITY-CH	2,836	2,836
469	432	500	<a href="#">124-00-6622101</a>	ELECTRICITY- CITY SHOPS	-	-
887	1,524	3,000	<a href="#">124-00-6626101</a>	FUEL	3,000	3,000
-	2	75	<a href="#">124-00-6630100</a>	MEETING ATTENDANCE	75	75
682	289	1,000	<a href="#">124-00-6630200</a>	CONF- MEALS/LODGING	1,000	1,000
56	327	250	<a href="#">124-00-6650100</a>	DUES/SUB/MEMBRSHIP	250	250
252	79	1,000	<a href="#">124-00-6650200</a>	TRAINING & CONF.	1,000	1,000
1,675	674	2,000	<a href="#">124-00-6665100</a>	SMALL TOOLS/MINOR EQUIP	2,000	2,000
17,216	25,454	35,000	<a href="#">124-00-6690401</a>	STREET MAINT. SERVICES	35,000	35,000
6,570	6,443	6,572	<a href="#">124-00-6690405</a>	STREET LIGHT TAXES	2,019	2,019
<b>88,257</b>	<b>156,428</b>	<b>241,916</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>294,803</b>	<b>294,803</b>
187,749	169,675	255,000	<a href="#">124-00-6730101</a>	STREET IMPROVEMENTS	275,000	275,000
27,357	448	7,800	<a href="#">124-00-6730102</a>	TRAFFIC CALMING	7,800	7,800
-	-	8,600	<a href="#">124-00-6730104</a>	FOOT PATHS AND BIKE TRAILS	8,600	8,600
52,730	2,814	96,000	<a href="#">124-00-6730105</a>	SIDEWALK REPAIR PROGRAM	56,000	56,000
-	-	-	<a href="#">124-00-6740100</a>	EQUIPMENT	5,500	5,500
-	-	-	<a href="#">124-00-6740200</a>	BLDG EQUIPMENT- CH	-	-
-	-	-	<a href="#">124-00-6740400</a>	BUILDING EQUIP FOR CITY SHOP	-	-
<b>267,837</b>	<b>172,937</b>	<b>367,400</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>352,900</b>	<b>352,900</b>
-	-	-	<a href="#">124-00-6491123</a>	TRANS TO GRANT FUND	4,432	4,432
5,300	7,700	5,018	<a href="#">124-00-6491608</a>	ER CONTRIBUTION	6,391	6,391
1,000	3,000	-	<a href="#">124-00-6491708</a>	TRANS TO FM FR STREET	15,000	15,000
<b>6,300</b>	<b>10,700</b>	<b>5,018</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>25,823</b>	<b>25,823</b>
-	-	302,913	<a href="#">124-00-6910000</a>	CONTINGENCY	486,678	486,678
-	-	<b>302,913</b>	<b>OTHER TOTAL</b>		<b>486,678</b>	<b>486,678</b>
<b>532,350</b>	<b>514,326</b>	<b>1,152,892</b>	<b>TOTAL STREET EXPENSES</b>		<b>1,402,471</b>	<b>1,402,471</b>
<b>707,074</b>	<b>768,774</b>	-	<b>STREET FUND TOTAL</b>		-	-





## Water SDC Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Water SDC 131</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Allan Berry</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6235</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:berrya@ci.fairview.or.us"><u>berrya@ci.fairview.or.us</u></a>

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Water SDC Fund helps pay for projects listed in the City's Water Master Plan. This fund works in conjunction with the Water Fund to pay for improvements to the City's water system. As defined, a portion of this fund is restricted to capital improvements that increase water capacity.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- The SDC Funds are set aside in reserves for Well #10. (see BIP 18-006)
- No new System Development Revenue is projected as it is all waived until June 30, 2018 under the Development Incentive Program.

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Fund: 131 - WATER SDC FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
421,559	432,512	436,640	<a href="#">131-00-4995000</a>	BEGINNING FUND BALANCE	457,794	457,794
8,183	20	-	<a href="#">131-00-4319100</a>	SYS. DEVE. CHARGE	-	-
2,750	4,785	4,851	<a href="#">131-00-4361100</a>	INTEREST- LGIP	7,067	7,067
20	19	-	<a href="#">131-00-4361200</a>	INTEREST- INVESTMENTS	-	-
<b>432,512</b>	<b>437,335</b>	<b>441,491</b>		<b>RESOURCES TOTAL</b>	<b>464,861</b>	<b>464,861</b>
-	-	-	<a href="#">131-00-6730200</a>	WATER SYSTEM IMPROV.	86,700	86,700
-	-	-		<b>CAPITAL IMPROVEMENTS TOTAL</b>	<b>86,700</b>	<b>86,700</b>
-	-	441,491	<a href="#">131-00-6794000</a>	CIP RESERVE	378,161	378,161
-	-	<b>441,491</b>		<b>OTHER TOTAL</b>	<b>378,161</b>	<b>378,161</b>
-	-	<b>441,491</b>		<b>TOTAL WATER SDC EXPENSES</b>	<b>464,861</b>	<b>464,861</b>
<b>432,512</b>	<b>437,335</b>	-		<b>WATER SDC FUND TOTAL</b>	-	-





## Sewer SDC Fund

**GENERAL INFORMATION FORM  
FY 2018-19**

**FUND/ FUND NUMBER:**

**SEWER SDC 132**

**DEPARTMENT:**

**00**

**DEPARTMENT DIRECTOR:**

**Allan Berry**

**DIRECTOR DIRECT PHONE NUMBER:**

**503-674-6235**

**DIRECTOR EMAIL:**

**[berrya@ci.fairview.or.us](mailto:berrya@ci.fairview.or.us)**

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Sewer SDC Fund helps pay for projects listed in the City's Capital Improvement Fund. This fund works in conjunction with the Sewer Fund; together these funds pay for improvements to the City's sewer system. As defined, a portion of this fund is restricted to capital improvements that increase sewer capacity.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Interlachen Sewer line replacement (see BIP 18-023) has \$250,000 in sewer improvements
- Halsey Sewer line replacement has \$250,000 in sewer rehabilitation construction

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Fund: 132 - SEWER SDC FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
656,071	666,316	672,463	<a href="#">132-00-4995000</a>	BEGINNING FUND BALANCE	711,902	711,902
5,884	75	-	<a href="#">132-00-4319100</a>	SYS. DEVE. CHARGE	-	-
4,329	7,425	7,531	<a href="#">132-00-4361100</a>	INTEREST- LGIP	11,090	11,090
32	29	-	<a href="#">132-00-4361200</a>	INTEREST- INVESTMENTS	-	-
<b>666,316</b>	<b>673,844</b>	<b>679,994</b>		<b>RESOURCES TOTAL</b>	<b>722,992</b>	<b>722,992</b>
-	-	679,994	<a href="#">132-00-6794000</a>	CIP RESERVE	722,992	722,992
-	-	<b>679,994</b>		<b>OTHER TOTAL</b>	<b>722,992</b>	<b>722,992</b>
-	-	<b>679,994</b>		<b>TOTAL SEWER SDC EXPENSES</b>	<b>722,992</b>	<b>722,992</b>
<b>666,316</b>	<b>673,844</b>	-		<b>SEWER SDC FUND TOTAL</b>	-	-







## Stormwater SDC Fund

**GENERAL INFORMATION FORM  
FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Storm Water SDC 133</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Allan Berry</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6235</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:berrya@ci.fairview.or.us"><u>berrya@ci.fairview.or.us</u></a>

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The Storm Water SDC Fund helps pay for projects listed in the City's Consolidated Stormwater Master Plan. This fund works in conjunction with the Stormwater Fund. Together these funds pay for improvements to the City's stormwater system.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Funds placed in Contingency for future stormwater projects (see BIP 18-006).
- No new System Development Revenue is projected, as it is all waived until June 30, 2018 under the Development Incentive Program.

City of Fairview  
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Fund: 133 - STORM WATER SDC FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
178,728	180,664	44,063	<a href="#">133-00-4995000</a>	BEGINNING FUND BALANCE	153,214	153,214
784	-	-	<a href="#">133-00-4319100</a>	SYS. DEVE. CHARGE	-	-
1,143	1,935	2,017	<a href="#">133-00-4361100</a>	INTEREST- LGIP	2,912	2,912
8	7	-	<a href="#">133-00-4361200</a>	INTEREST- INVESTMENTS	-	-
-	16,767	13,176	<a href="#">133-00-4391621</a>	TRANS FROM STORMWATER	-	-
<b>180,664</b>	<b>199,373</b>	<b>59,256</b>		<b>RESOURCES TOTAL</b>	<b>156,126</b>	<b>156,126</b>
-	23,290	46,080	<a href="#">133-00-6730200</a>	STORM WATER SYSTEM IMPROV.	-	-
-	<b>23,290</b>	<b>46,080</b>		<b>CAPITAL IMPROVEMENTS TOTAL</b>	-	-
-	-	-	<a href="#">133-00-6794000</a>	CIP RESERVE	156,126	156,126
-	-	13,176	<a href="#">133-00-6910000</a>	CONTINGENCY	-	-
-	-	<b>13,176</b>		<b>OTHER TOTAL</b>	<b>156,126</b>	<b>156,126</b>
-	<b>23,290</b>	<b>59,256</b>		<b>TOTAL STORM WATER SDC EXPENSES</b>	<b>156,126</b>	<b>156,126</b>
<b>180,664</b>	<b>176,083</b>	-		<b>STORM WATER SDC FUND TOTAL</b>	-	-





## Parks SDC Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Parks and Open Spaces SDC 134</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Allan Berry</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6235</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:berrya@ci.fairview.or.us"><u>berrya@ci.fairview.or.us</u></a>

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

Provide funding for planned park facilities identified in the Parks and Recreation Master Plan. System Development Charge funds may be expended only for those projects contained within the Master Plan and master planning purposes. Parks System Development Charge fees are assessed only on new residential construction not eligible for the "Development Incentive Program".

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- A transfer from the AEC Fund of \$165,000 to accommodate the park improvements from the 5-year CIP.
- Decreased revenue due to the "Development Incentive Program".
- \$50,000 has been budgeted for Lakeshore Park Phase #3 (see BIP 18-015)
- \$110,000 has been budgeted for Salish Ponds Restroom (see BIP 18-017)

City of Fairview  
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Fund: 134 - PARKS/OPEN SPACES SDC FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
16,786	31,039	52,494	<a href="#">134-00-4995000</a>	BEGINNING FUND BALANCE	19	19
-	19,294	36,891	<a href="#">134-00-4391120</a>	TRANS FROM AEC FUND	165,000	165,000
-	30,000	-	<a href="#">134-00-4391400</a>	TRANSFER FROM GEN. FUND	-	-
14,088	14,282	20,400	<a href="#">134-00-4319100</a>	SYS. DEVE. CHARGE	-	-
164	419	480	<a href="#">134-00-4361100</a>	INTEREST- LGIP	460	460
1	0	-	<a href="#">134-00-4361200</a>	INTEREST- INVESTMENTS	-	-
<b>31,039</b>	<b>95,034</b>	<b>110,265</b>		<b>RESOURCES TOTAL</b>	<b>165,479</b>	<b>165,479</b>
-	62,926	100,000	<a href="#">134-00-6730100</a>	PARK IMPROVEMENTS	165,000	165,000
-	<b>62,926</b>	<b>100,000</b>		<b>CAPITAL IMPROVEMENTS TOTAL</b>	<b>165,000</b>	<b>165,000</b>
-	-	10,265	<a href="#">134-00-6910000</a>	CONTINGENCY	479	479
-	-	<b>10,265</b>		<b>OTHER TOTAL</b>	<b>479</b>	<b>479</b>
-	<b>62,926</b>	<b>110,265</b>		<b>TOTAL PARKS / OPEN SPACES SDC EXPENSES</b>	<b>165,479</b>	<b>165,479</b>
<b>31,039</b>	<b>32,108</b>	-		<b>PARKS / OPEN SPACES SDC FUND TOTAL</b>	-	-







## Fairview Lake Sewer LID Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Fairview Lake LID Debt 141</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Lesa Folger</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6247</b>
<b>DIRECTOR EMAIL:</b>	<b><a href="mailto:folgerl@ci.fairview.or.us">folgerl@ci.fairview.or.us</a></b>

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The City, acting on behalf of the benefiting properties adjacent to Fairview Lake (Townsend Farms Business Park and other affected properties) borrowed money to pay for the Fairview Lake Sewer Construction Project. This allowed for complete development of the area. The Fairview Lake Sewer Local Improvement District Debt Fund collects payments from the benefiting properties. These funds have been used to pay off the debt service on the Fairview Lake Sewer Construction Project.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- The debt associated with this fund has been paid in full. Remaining funds can be used for General Fund purposes. Only two properties remain that are still reimbursing the City for this project. As a result, revenue is budgeted to decrease.
- \$121,000 was transferred to the General Fund in FY2017-18. The same amount is proposed to be transferred to the General Fund in FY2018-19.
- Remaining funds have been set aside in Reserves for future Capital Improvement Projects as directed by Council.

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Fund: 141 - FV LAKE SEWER LID DEBT FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
118,865	448,562	511,572	<a href="#">141-00-4995000</a>	BEGINNING FUND BALANCE	429,790	429,790
199,918	85,394	16,191	<a href="#">141-00-4355100</a>	PRIN/INT-FV LK LID	2,757	2,757
127,681	-	-	<a href="#">141-00-4355101</a>	PRIN/INT- FVW LID PAST DUE	-	-
2,083	5,542	-	<a href="#">141-00-4361100</a>	INTEREST- LGIP	8,665	8,665
16	23	-	<a href="#">141-00-4361200</a>	INTEREST- INVESTMENTS	-	-
<b>448,562</b>	<b>539,521</b>	<b>527,763</b>		<b>RESOURCES TOTAL</b>	<b>441,212</b>	<b>441,212</b>
-	-	121,000	<a href="#">141-00-6491000</a>	TRANS OUT TO OTHER FUND	121,000	121,000
-	-	<b>121,000</b>		<b>TRANSFERS TO OTHER FUNDS TOTAL</b>	<b>121,000</b>	<b>121,000</b>
-	-	406,763	<a href="#">141-00-6794000</a>	CIP RESERVE	320,212	320,212
-	-	<b>406,763</b>		<b>OTHER TOTAL</b>	<b>320,212</b>	<b>320,212</b>
-	-	<b>527,763</b>		<b>TOTAL FAIRVIEW LAKE SEWER LID DEBT EXPENSES</b>	<b>441,212</b>	<b>441,212</b>
<b>448,562</b>	<b>539,521</b>	-		<b>FAIRVIEW LAKE SEWER LID DEBT FUND TOTAL</b>	-	-





# Equipment Replacement Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Equipment Replacement 143</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Lesa Folger</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6247</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:folgerl@ci.fairview.or.us"><u>folgerl@ci.fairview.or.us</u></a>

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The purpose of the Equipment Replacement Fund is to ensure that funds are systematically set aside for routine replacement of City vehicles and equipment.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- The following vehicles and equipment are anticipated to be purchased in FY 2018-19:
  - Admin/Finance Pool Car – replacement for AM06-01 (2006 Ford Taurus)
  - Crew Truck – replacement for PW07-16 (2007 GMC 2500 HD)
  - RTV – replacement for 2008 Kubota RTV
  - Truck Box – initially anticipated to be purchased in FY 2017-18 for the GMC 2500 HD replaced that year, but due to lead-time will not arrive until FY2018-19
- The remaining funds (excluding \$25,000 placed in contingency for unanticipated emergency purchases) will be placed in reserves for future purchases.

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Fund: 143 - EQUIPMENT REPLACEMENT FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
479,475	496,017	470,608	<a href="#">143-00-4995000</a>	BEGINNING FUND BALANCE	493,072	493,072
3,257	2,003	1,800	<a href="#">143-00-4351900</a>	VEH FINE ASSESS.	1,600	1,600
2,999	4,950	5,214	<a href="#">143-00-4361100</a>	INTEREST- LGIP	7,397	7,397
22	13	-	<a href="#">143-00-4361200</a>	INTEREST- INVESTMENTS	-	-
1,000	1,000	1,000	<a href="#">143-00-4391501</a>	TRANS FROM ADMIN TO ERF	-	-
2,500	1,000	662	<a href="#">143-00-4391502</a>	TRANS FROM FINANCE TO ERF	-	-
1,500	3,300	593	<a href="#">143-00-4391503</a>	TRANS FROM PW TO ERF	2,989	2,989
1,775	16,800	593	<a href="#">143-00-4391504</a>	TRANS FROM PARKS TO ERF	14,640	14,640
-	40,000	-	<a href="#">143-00-4391505</a>	TRANS FR PD TO ERF	-	-
5,300	7,700	5,018	<a href="#">143-00-4391514</a>	TRANS FR STREET TO ERF	6,391	6,391
25,500	10,800	25,088	<a href="#">143-00-4391521</a>	TRANS FROM WATER TO ERF	9,748	9,748
25,500	7,600	12,544	<a href="#">143-00-4391522</a>	TRANS FROM SEWER TO ERF	7,469	7,469
5,900	7,100	5,018	<a href="#">143-00-4391523</a>	TRANS FROM STORM TO ERF	7,172	7,172
3,679	4,656	-	<a href="#">143-00-4392100</a>	SALE MAT/EQUIPMENT	10,000	10,000
<b>558,407</b>	<b>602,939</b>	<b>528,138</b>		<b>RESOURCES TOTAL</b>	<b>560,478</b>	<b>560,478</b>
-	-	-	<a href="#">143-00-6740101</a>	EQUIPMENT- ADMIN	7,057	7,057
-	-	-	<a href="#">143-00-6740102</a>	EQUIPMENT- FINANCE	7,057	7,057
-	-	-	<a href="#">143-00-6740103</a>	EQUIPMENT- CD	-	-
26,936	9,950	24,263	<a href="#">143-00-6740104</a>	EQUIPMENT- PARKS	14,779	14,779
-	117,011	-	<a href="#">143-00-6740105</a>	EQUIPMENT- PD	-	-
14,085	-	6,460	<a href="#">143-00-6740114</a>	EQUIPMENT- STREET	13,447	13,447
7,285	-	19,925	<a href="#">143-00-6740121</a>	EQUIPMENT- WATER	25,213	25,213
2,267	-	9,962	<a href="#">143-00-6740122</a>	EQUIPMENT-SEWER	15,484	15,484
11,818	-	3,985	<a href="#">143-00-6740123</a>	EQUIPMENT- STORMWATER	12,687	12,687
<b>62,390</b>	<b>126,961</b>	<b>64,595</b>		<b>CAPITAL IMPROVEMENTS TOTAL</b>	<b>95,724</b>	<b>95,724</b>
-	-	438,543	<a href="#">143-00-6791700</a>	FUND BALANCE - ASSIGNED	439,754	439,754
-	-	25,000	<a href="#">143-00-6910000</a>	CONTINGENCY	25,000	25,000
-	-	<b>463,543</b>		<b>OTHER TOTAL</b>	<b>464,754</b>	<b>464,754</b>
<b>62,390</b>	<b>126,961</b>	<b>528,138</b>		<b>TOTAL EQUIPMENT REPLACEMENT FUND EXPENSES</b>	<b>560,478</b>	<b>560,478</b>
<b>496,017</b>	<b>475,978</b>	-		<b>EQUIPMENT REPLACEMENT FUND TOTAL</b>	-	-







## Facilities Maintenance Fund

**GENERAL INFORMATION FORM  
FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Facilities Maintenance 144</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Allan Berry</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6235</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:berrya@ci.fairview.or.us"><u>berrya@ci.fairview.or.us</u></a>

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The purpose of the Facilities Maintenance Fund is to ensure that funds are systematically set aside for routine repair and maintenance of city facilities.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Reserve CIP for future projects in 5-year Capital Improvement Plan (BIP 18-006).
- One project in the 5-year CIP City Hall have been included:
  - Access Controls (\$125,000)

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Fund: 144 - FACILITIES MAINTENANCE FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
90,975	94,929	76,969	<a href="#">144-00-4995000</a>	BEGINNING FUND BALANCE	131,404	131,404
586	882	928	<a href="#">144-00-4361100</a>	INTEREST- LGIP	1,142	1,142
4	3	-	<a href="#">144-00-4361200</a>	INTEREST- INVESTMENTS	-	-
6,145	-	-	<a href="#">144-00-4390100</a>	MISC. REVENUE	-	-
-	13,000	93,000	<a href="#">144-00-4391601</a>	TRANS FROM GENERAL FUND	-	-
1,000	3,000	-	<a href="#">144-00-4391620</a>	TRANS FR STREET TO FMF	15,000	15,000
1,000	3,000	3,000	<a href="#">144-00-4391621</a>	TRANS FROM WATER TO FMF	15,000	15,000
1,000	3,000	3,000	<a href="#">144-00-4391622</a>	TRANS FROM SEWER TO FMF	15,000	15,000
1,000	3,000	3,000	<a href="#">144-00-4391623</a>	TRANS FROM STORM TO FMF	15,000	15,000
<b>101,710</b>	<b>120,815</b>	<b>179,897</b>		<b>RESOURCES TOTAL</b>	<b>192,546</b>	<b>192,546</b>
6,781	40,056	45,500	<a href="#">144-00-6720103</a>	CITY HALL MAINT/ IMPROVEMENTS	125,000	125,000
-	6,977	50,000	<a href="#">144-00-6720106</a>	COMMUNITY CENTER MAINT/IMPROVEMEN	65,000	65,000
<b>6,781</b>	<b>47,033</b>	<b>95,500</b>		<b>CAPITAL IMPROVEMENTS TOTAL</b>	<b>190,000</b>	<b>190,000</b>
-	-	84,397	<a href="#">144-00-6910000</a>	CONTINGENCY	2,546	2,546
-	-	<b>84,397</b>		<b>OTHER TOTAL</b>	<b>2,546</b>	<b>2,546</b>
<b>6,781</b>	<b>47,033</b>	<b>179,897</b>		<b>TOTAL FACILITIES MAINTENANCE FUND EXPENSES</b>	<b>192,546</b>	<b>192,546</b>
<b>94,929</b>	<b>73,782</b>	-		<b>FACILITIES MAINTENANCE FUND TOTAL</b>	-	-





## Water Fund

**GENERAL INFORMATION FORM  
FY 2018-19**

**FUND/ FUND NUMBER:**

**Water 211**

**DEPARTMENT:**

**00**

**DEPARTMENT DIRECTOR:**

**Allan Berry**

**DIRECTOR DIRECT PHONE NUMBER:**

**503-674-6235**

**DIRECTOR EMAIL:**

**[berrya@ci.fairview.or.us](mailto:berrya@ci.fairview.or.us)**

**EMPLOYEE = 4.70**

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The purpose of the Water Fund is to provide material and services directly related to the operation and maintenance of the City's water system. This fund pays personnel costs for Public Works staff as well as the electricity for the City's five wells, pump repair, water meters, water testing, tools, and minor professional services associated with the providing water to citizens.

In addition, this fund is responsible for debt payments on water related capital improvements. This currently includes the payoff of an ARRA loan utilized to fund the construction of Well #9.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- An increase in expected Water System Improvement of \$510,000 for Reservoir 1 improvements. (See BIP 18-022.)
- The CIP reserve is for projects in the Capital Improvement Plan (BIP 18-006).

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Fund: 211 - WATER FUND

2015-2016	2016-2017	2017-2018			2018-2019	2018-2019
Actuals	Actuals	Adopted Budget Amended	Account Number	Line Item Name	Proposed Budget	Approved Budget
1,019,820	1,286,559	1,440,197	<a href="#">211-00-4995000</a>	BEGINNING FUND BALANCE	1,626,006	1,626,006
1,249,574	1,249,647	1,221,800	<a href="#">211-00-4344400</a>	WATER SERVICE USER FEES	1,227,316	1,227,316
940	310	1,500	<a href="#">211-00-4344500</a>	CONNECTION FEES	1,160	1,160
11,046	9,810	10,000	<a href="#">211-00-4344600</a>	PENALTIES - UB	10,815	10,815
7,131	15,102	14,750	<a href="#">211-00-4361100</a>	INTEREST- LGIP	23,883	23,883
53	62	-	<a href="#">211-00-4361200</a>	INTEREST- INVESTMENTS	-	-
800	1,412	700	<a href="#">211-00-4390100</a>	MISC. REVENUE	600	600
<b>2,289,364</b>	<b>2,562,903</b>	<b>2,688,947</b>		<b>RESOURCES TOTAL</b>	<b>2,889,780</b>	<b>2,889,780</b>
260,507	256,907	294,338	<a href="#">211-00-6110900</a>	STAFF- WATER	310,565	310,565
611	2,720	3,947	<a href="#">211-00-6120100</a>	TEMPORARY HELP	3,947	3,947
1,869	2,674	3,057	<a href="#">211-00-6130100</a>	OVERTIME HOURS	3,250	3,250
2,531	2,508	5,861	<a href="#">211-00-6130200</a>	CALL OUT PAY	5,869	5,869
108	108	-	<a href="#">211-00-6200100</a>	CELL PHONE ALLOWANCE- MAYOR	-	-
1,074	1,134	1,647	<a href="#">211-00-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	1,647	1,647
102	117	575	<a href="#">211-00-6200300</a>	EMP ASSIST PROGRAM	575	575
73	78	-	<a href="#">211-00-6200305</a>	FSA ADMIN FEES	-	-
5,499	3,668	5,372	<a href="#">211-00-6200400</a>	LONGEVITY PAY	5,439	5,439
56,021	56,026	67,983	<a href="#">211-00-6210200</a>	MEDICAL INSURANCE	74,195	74,195
284	232	259	<a href="#">211-00-6210300</a>	LIFE INSURANCE	280	280
1,217	1,224	1,357	<a href="#">211-00-6210400</a>	LONG TERM DISAB. INS	1,462	1,462
7,171	5,014	9,871	<a href="#">211-00-6210500</a>	WORKERS COMP INSURANCE	8,065	8,065
20,308	20,245	23,133	<a href="#">211-00-6220100</a>	SOCIAL SECURITY (FICA)	24,273	24,273
1,936	1,955	2,279	<a href="#">211-00-6220200</a>	TRI-MET TAX	2,423	2,423
135	118	151	<a href="#">211-00-6220300</a>	WBF ASSESSMENT	151	151
49,648	49,409	71,177	<a href="#">211-00-6230100</a>	PERS/OPSRP- EMPR. PD	74,642	74,642
1,804	794	907	<a href="#">211-00-6250100</a>	UNEMP. INSURANCE	309	309
1,334	1,696	2,500	<a href="#">211-00-6290100</a>	VACATION BUY-OUT	2,500	2,500
<b>412,228</b>	<b>406,628</b>	<b>494,414</b>		<b>PERSONNEL SERVICES TOTAL</b>	<b>519,592</b>	<b>519,592</b>
-	-	300	<a href="#">211-00-6295100</a>	EMPLOYEE RECOGNITION	300	300
983	741	1,300	<a href="#">211-00-6295300</a>	UNIFORMS	1,500	1,500
92,953	106,297	66,114	<a href="#">211-00-6300100</a>	CONTRACT SERVICES	66,467	66,467
411	202	1,000	<a href="#">211-00-6310100</a>	HR ADMINISTRATION	1,000	1,000
6,830	6,513	8,647	<a href="#">211-00-6330100</a>	AUDIT & ACCOUNTING	8,441	8,441
5,831	4,062	4,500	<a href="#">211-00-6330200</a>	LEGAL	4,500	4,500
868	280	5,000	<a href="#">211-00-6330300</a>	ARCHITECTUAL/DESIGN ENGINEERING	10,000	10,000
11,130	35,323	25,000	<a href="#">211-00-6330400</a>	ENGINEERING AND MAPS	-	-
939	891	921	<a href="#">211-00-6330500</a>	PROPERTY ALARM MONITORING SERVICE	1,127	1,127
14,173	12,112	22,306	<a href="#">211-00-6340100</a>	IT SERVICES	19,404	19,404
4,851	2,500	8,124	<a href="#">211-00-6340101</a>	IT UPGRADES/HARDWARE	4,172	4,172
968	373	471	<a href="#">211-00-6340200</a>	WEBSITE MANAGEMENT	504	504
59	78	100	<a href="#">211-00-6421100</a>	REFUSE/SHREDDING	100	100
2,344	3,134	3,587	<a href="#">211-00-6423100</a>	BLDG CLEANING SRVCS	3,366	3,366
1,255	1,200	3,000	<a href="#">211-00-6430100</a>	VEHICLE REP/MAINT	3,000	3,000
4,093	4,024	4,120	<a href="#">211-00-6430200</a>	BLDG REP/MAINT	4,241	4,241
4,917	3,983	23,000	<a href="#">211-00-6430400</a>	EQUIP REPAIR/MAINT	23,000	23,000
15,000	15,000	15,750	<a href="#">211-00-6441100</a>	RENT EXPENSE-TO GF	15,750	15,750
2,556	2,416	2,951	<a href="#">211-00-6442100</a>	EQUIP RENT	2,889	2,889
21,003	22,546	18,767	<a href="#">211-00-6520100</a>	GENERAL LIAB/PROP INSURANCE	20,209	20,209
3,755	4,654	5,283	<a href="#">211-00-6530200</a>	POSTAGE	5,123	5,123
3,151	2,939	2,856	<a href="#">211-00-6530300</a>	TELEPHONE-CH	3,372	3,372
1,448	1,536	1,500	<a href="#">211-00-6530301</a>	TELEPHONE- CITY SHOPS	-	-
756	1,446	1,963	<a href="#">211-00-6530400</a>	WIRELESS TECHNOLOGY	2,112	2,112
77	33	200	<a href="#">211-00-6540100</a>	PUBLICATIONS	200	200
138	-	250	<a href="#">211-00-6550100</a>	PRINTING	-	-
49	50	100	<a href="#">211-00-6580100</a>	TRAVEL-MEETINGS/ERRANDS	100	100
990	1,330	1,930	<a href="#">211-00-6590100</a>	BANK FEES	2,165	2,165
1,026	1,317	1,712	<a href="#">211-00-6590200</a>	MERCHANT FEES	1,976	1,976
2,165	2,626	2,505	<a href="#">211-00-6590300</a>	CONVENIENCE FEES/CREDIT CARD	2,454	2,454

City of Fairview  
Fiscal Year 2018-19  
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Fund: 211 - WATER FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
1,532	1,488	1,000	<a href="#">211-00-6610100</a>	OFFICE SUPPLIES	1,000	1,000
33,598	35,854	40,000	<a href="#">211-00-6610200</a>	OPERATING MATERIALS & SUPPLES	40,000	40,000
167	167	167	<a href="#">211-00-6610201</a>	UTIL. NOTIFICATION CTR.	167	167
543	717	1,802	<a href="#">211-00-6610300</a>	BLDG SUPP- CITY HALL	1,770	1,770
11	-	500	<a href="#">211-00-6610400</a>	BLDG SUPP- CITY SHOPS	500	500
229	220	332	<a href="#">211-00-6621100</a>	GAS/HEAT - CH	299	299
190	206	220	<a href="#">211-00-6621101</a>	GAS/HEAT- CITY SHOPS	-	-
7,267	4,597	3,877	<a href="#">211-00-6622100</a>	ELECTRICITY-CH	4,052	4,052
971	935	975	<a href="#">211-00-6622101</a>	ELECTRICITY- CITY SHOPS	-	-
2,559	3,829	7,000	<a href="#">211-00-6626101</a>	FUEL	7,000	7,000
-	6	75	<a href="#">211-00-6630100</a>	MEETING ATTENDANCE	75	75
1,144	891	1,300	<a href="#">211-00-6630200</a>	CONF- MEALS/LODGING	1,300	1,300
1,568	1,848	5,500	<a href="#">211-00-6650100</a>	DUES/SUB/MEMBRSHIP	5,500	5,500
474	1,396	1,300	<a href="#">211-00-6650200</a>	TRAINING & CONF.	1,500	1,500
2,191	916	2,000	<a href="#">211-00-6665100</a>	SMALL TOOLS/MINOR EQUIP	2,000	2,000
6,145	5,640	12,000	<a href="#">211-00-6690104</a>	WATER TESTING	12,000	12,000
20,807	25,346	-	<a href="#">211-00-6690110</a>	PURCHASED WATER	-	-
-	-	10,000	<a href="#">211-00-6690112</a>	WATER CONSERVATION	10,000	10,000
21,286	23,455	30,000	<a href="#">211-00-6690116</a>	WATER TREATMENT	30,000	30,000
72,314	67,285	70,000	<a href="#">211-00-6690117</a>	ELECTRICITY-PUMPING	70,000	70,000
9,265	9,535	8,000	<a href="#">211-00-6690136</a>	SCADA DATA SYSTEMS	8,000	8,000
27,894	108,734	47,000	<a href="#">211-00-6690198</a>	WATER SYSTEM MAINTENANCE	47,000	47,000
76,442	74,025	73,308	<a href="#">211-00-6690199</a>	FRANCHISE FEES	73,639	73,639
(6,867)	(5,352)	1,000	<a href="#">211-00-6690200</a>	BAD DEBT EXPENSE	-	-
<b>484,447</b>	<b>599,345</b>	<b>550,613</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>523,274</b>	<b>523,274</b>
39,663	3,598	40,000	<a href="#">211-00-6730200</a>	WATER SYSTEM IMPROV.	530,000	530,000
-	-	35,000	<a href="#">211-00-6740100</a>	EQUIPMENT	40,000	40,000
-	-	-	<a href="#">211-00-6740200</a>	BLDG EQUIPMENT- CH	-	-
-	-	-	<a href="#">211-00-6740300</a>	BLDG EQUIPMENT-CITY SHOPS	-	-
<b>39,663</b>	<b>3,598</b>	<b>75,000</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>570,000</b>	<b>570,000</b>
24,177	24,902	25,649	<a href="#">211-00-6470200</a>	PRINCIPAL/ BOND 2010	26,419	26,419
15,790	15,065	14,318	<a href="#">211-00-6470300</a>	INT/ BOND -2010	13,548	13,548
-	-	-	<a href="#">211-00-6791000</a>	ENDING FUND BALANCE	-	-
<b>39,967</b>	<b>39,967</b>	<b>39,967</b>	<b>DEBT SERVICE TOTAL</b>		<b>39,967</b>	<b>39,967</b>
-	-	-	<a href="#">211-00-6491123</a>	TRANS TO GRANT FUND	25,000	25,000
25,500	10,800	25,088	<a href="#">211-00-6491621</a>	ER CONTRIBUTION	9,748	9,748
1,000	3,000	3,000	<a href="#">211-00-6491721</a>	TRANS TO FM FR WA	15,000	15,000
<b>26,500</b>	<b>13,800</b>	<b>28,088</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>49,748</b>	<b>49,748</b>
-	-	105,000	<a href="#">211-00-6910000</a>	CONTINGENCY	104,287	104,287
-	-	1,395,865	<a href="#">211-00-6794000</a>	CIP RESERVE	1,082,912	1,082,912
-	-	<b>1,500,865</b>	<b>OTHER TOTAL</b>		<b>1,187,199</b>	<b>1,187,199</b>
<b>1,002,805</b>	<b>1,063,338</b>	<b>2,688,947</b>	<b>TOTAL WATER FUND EXPENSES</b>		<b>2,889,780</b>	<b>2,889,780</b>
<b>1,286,559</b>	<b>1,499,565</b>	<b>-</b>	<b>WATER FUND TOTAL</b>		<b>-</b>	<b>-</b>





## Sewer Fund

## **GENERAL INFORMATION FORM FY 2018-19**

<b>FUND/ FUND NUMBER:</b>	<b>Sewer 212</b>
<b>DEPARTMENT:</b>	<b>00</b>
<b>DEPARTMENT DIRECTOR:</b>	<b>Allan Berry</b>
<b>DIRECTOR DIRECT PHONE NUMBER:</b>	<b>503-674-6235</b>
<b>DIRECTOR EMAIL:</b>	<a href="mailto:berrya@ci.fairview.or.us"><u>berrya@ci.fairview.or.us</u></a>
<b>EMPLOYEE = 3.75</b>	

### **DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The purpose of the Sanitary Sewer Fund is to provide services directly related to the operation and maintenance of the City's sanitary sewer system. This fund pays the cost of Public Works personnel as well as electricity for the City's four sewer pump stations, pump repair and maintenance, sewer pipe repair material (pipe, manholes, gravel, etc.), and tools.

This fund also pays for treatment of the City's sewage at the City of Gresham's wastewater treatment plant and pays the debt service payment for additional treatment capacity originally purchased in 2001.

### **DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Engineering (\$250,000) for Interlachen Sewer Line replacement design.(see BIP 18-023)
- Construction costs for the Halsey Street Rehabilitation project (\$250,000)

City of Fairview  
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Fund: 212 - SANITARY SEWER FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
1,875,935	1,778,045	2,186,568	<a href="#">212-00-4995000</a>	BEGINNING FUND BALANCE	1,845,702	1,845,702
2,101,282	2,035,647	2,112,658	<a href="#">212-00-4344400</a>	SEWER SERVICE USER FEES	2,090,506	2,090,506
2,025	1,485	1,750	<a href="#">212-00-4344500</a>	CONNECTION FEES	2,160	2,160
20,509	9,233	19,400	<a href="#">212-00-4344600</a>	PENALTIES - UB	15,119	15,119
11,345	19,571	19,505	<a href="#">212-00-4361100</a>	INTEREST- LGIP	32,451	32,451
84	79	-	<a href="#">212-00-4361200</a>	INTEREST- INVESTMENTS	-	-
-	82	-	<a href="#">212-00-4390100</a>	MISC. REVENUE	-	-
<b>4,011,180</b>	<b>3,844,142</b>	<b>4,339,881</b>		<b>RESOURCES TOTAL</b>	<b>3,985,938</b>	<b>3,985,938</b>
273,434	269,424	238,153	<a href="#">212-00-6110900</a>	STAFF- SEWER	249,492	249,492
611	2,720	4,947	<a href="#">212-00-6120100</a>	TEMPORARY HELP	4,947	4,947
1,978	2,809	2,485	<a href="#">212-00-6130100</a>	OVERTIME HOURS	2,550	2,550
2,531	2,508	2,376	<a href="#">212-00-6130200</a>	CALL OUT PAY	2,379	2,379
117	117	-	<a href="#">212-00-6200100</a>	CELL PHONE ALLOWANCE- MAYOR	-	-
427	1,197	1,071	<a href="#">212-00-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	1,071	1,071
156	179	640	<a href="#">212-00-6200300</a>	EMP ASSIST PROGRAM	640	640
73	78	-	<a href="#">212-00-6200305</a>	FSA ADMIN FEES	-	-
5,755	3,839	3,163	<a href="#">212-00-6200400</a>	LONGEVITY PAY	3,007	3,007
58,736	58,676	52,760	<a href="#">212-00-6210200</a>	MEDICAL INSURANCE	58,388	58,388
297	243	204	<a href="#">212-00-6210300</a>	LIFE INSURANCE	221	221
1,276	1,283	1,077	<a href="#">212-00-6210400</a>	LONG TERM DISAB. INS	1,159	1,159
7,171	5,014	7,926	<a href="#">212-00-6210500</a>	WORKERS COMP INSURANCE	4,733	4,733
21,302	21,208	18,575	<a href="#">212-00-6220100</a>	SOCIAL SECURITY (FICA)	19,324	19,324
2,029	2,047	1,830	<a href="#">212-00-6220200</a>	TRI-MET TAX	1,929	1,929
141	123	124	<a href="#">212-00-6220300</a>	WBF ASSESSMENT	126	126
52,048	51,750	54,689	<a href="#">212-00-6230100</a>	PERS/OPSRP- EMPR. PD	56,173	56,173
1,892	831	728	<a href="#">212-00-6250100</a>	UNEMP. INSURANCE	239	239
1,388	1,770	2,500	<a href="#">212-00-6290100</a>	VACATION BUY-OUT	2,500	2,500
<b>431,361</b>	<b>425,816</b>	<b>393,248</b>		<b>PERSONNEL SERVICES TOTAL</b>	<b>408,878</b>	<b>408,878</b>
-	-	300	<a href="#">212-00-6295100</a>	EMPLOYEE RECOGNITION	300	300
550	794	1,300	<a href="#">212-00-6295300</a>	UNIFORMS	1,500	1,500
8,303	6,957	32,114	<a href="#">212-00-6300100</a>	CONTRACT SERVICES	32,467	32,467
581	202	1,000	<a href="#">212-00-6310100</a>	HR ADMINISTRATION	1,000	1,000
11,424	11,078	14,199	<a href="#">212-00-6330100</a>	AUDIT & ACCOUNTING	14,946	14,946
8,484	5,743	5,500	<a href="#">212-00-6330200</a>	LEGAL	5,500	5,500
868	280	100,000	<a href="#">212-00-6330300</a>	ARCHITECTUAL/DESIGN ENGINEERING	-	-
2,571	11,875	46,000	<a href="#">212-00-6330400</a>	ENGINEERING AND MAPS	10,000	10,000
217	353	218	<a href="#">212-00-6330500</a>	PROPERTY ALARM MONITORING SERVICE	503	503
13,178	12,108	22,306	<a href="#">212-00-6340100</a>	IT SERVICES	19,404	19,404
3,824	2,500	8,124	<a href="#">212-00-6340101</a>	IT UPGRADES/HARDWARE	4,322	4,322
968	373	471	<a href="#">212-00-6340200</a>	WEBSITE MANAGEMENT	504	504
65	78	100	<a href="#">212-00-6421100</a>	REFUSE/SHREDDING	100	100
2,344	3,134	3,587	<a href="#">212-00-6423100</a>	BLDG CLEANING SRVCS	3,366	3,366
2,438	2,106	2,000	<a href="#">212-00-6430100</a>	VEHICLE REP/MAINT	2,000	2,000
4,093	4,229	5,562	<a href="#">212-00-6430200</a>	BLDG REP/MAINT	5,655	5,655
4,025	4,841	16,200	<a href="#">212-00-6430400</a>	EQUIP REPAIR/MAINT	16,200	16,200
15,000	15,000	15,750	<a href="#">212-00-6441100</a>	RENT EXPENSE-TO GF	15,750	15,750
5,629	5,146	6,620	<a href="#">212-00-6442100</a>	EQUIP RENT	6,223	6,223
21,003	22,546	18,767	<a href="#">212-00-6520100</a>	GENERAL LIAB/PROP INSURANCE	20,209	20,209
3,755	3,894	5,334	<a href="#">212-00-6530200</a>	POSTAGE	5,123	5,123
3,151	2,939	2,856	<a href="#">212-00-6530300</a>	TELEPHONE-CH	3,372	3,372
1,448	1,683	1,600	<a href="#">212-00-6530301</a>	TELEPHONE- CITY SHOPS	-	-
800	1,446	1,963	<a href="#">212-00-6530400</a>	WIRELESS TECHNOLOGY	2,112	2,112
615	174	200	<a href="#">212-00-6540100</a>	PUBLICATIONS	200	200
138	-	400	<a href="#">212-00-6550100</a>	PRINTING	-	-
29	24	100	<a href="#">212-00-6580100</a>	TRAVEL-MEETINGS/ERRANDS	100	100
1,261	1,832	2,997	<a href="#">212-00-6590100</a>	BANK FEES	3,082	3,082
1,710	2,358	2,851	<a href="#">212-00-6590200</a>	MERCHANT FEES	3,290	3,290
2,197	3,737	4,707	<a href="#">212-00-6590300</a>	CONVENIENCE FEES/CREDIT CARD	4,909	4,909

City of Fairview  
Fiscal Year 2018-19  
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Fund: 212 - SANITARY SEWER FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
1,606	1,456	1,500	<a href="#">212-00-6610100</a>	OFFICE SUPPLIES	1,500	1,500
9,716	8,974	15,000	<a href="#">212-00-6610200</a>	OPERATING MATERIALS & SUPPLES	15,000	15,000
167	167	167	<a href="#">212-00-6610201</a>	UTIL. NOTIFICATION CTR.	167	167
543	717	1,386	<a href="#">212-00-6610300</a>	BLDG SUPP- CITY HALL	1,505	1,505
11	-	150	<a href="#">212-00-6610400</a>	BLDG SUPP- CITY SHOPS	150	150
113	220	111	<a href="#">212-00-6621100</a>	GAS/HEAT- CH	79	79
177	206	200	<a href="#">212-00-6621101</a>	GAS/HEAT- CITY SHOPS	-	-
7,267	4,597	3,805	<a href="#">212-00-6622100</a>	ELECTRICITY-CH	4,052	4,052
971	946	1,200	<a href="#">212-00-6622101</a>	ELECTRICITY- CITY SHOPS	-	-
2,504	3,239	3,800	<a href="#">212-00-6626101</a>	FUEL	3,800	3,800
-	-	75	<a href="#">212-00-6630100</a>	MEETING ATTENDANCE	75	75
687	708	1,700	<a href="#">212-00-6630200</a>	CONF- MEALS/LODGING	1,200	1,200
526	759	5,500	<a href="#">212-00-6650100</a>	DUES/SUB/MEMBRSHIP	4,000	4,000
443	285	1,800	<a href="#">212-00-6650200</a>	TRAINING & CONF.	1,415	1,415
2,111	508	2,000	<a href="#">212-00-6665100</a>	SMALL TOOLS/MINOR EQUIP	2,500	2,500
15,062	12,709	14,000	<a href="#">212-00-6690117</a>	ELECTRICITY-PUMPING	14,000	14,000
826,206	838,536	692,820	<a href="#">212-00-6690119</a>	SEWER DISPOSAL	901,398	901,398
9,265	8,140	8,000	<a href="#">212-00-6690136</a>	SCADA DATA SYSTEMS	8,000	8,000
18,038	18,818	45,000	<a href="#">212-00-6690198</a>	SEWER SYSTEM MAINTENANCE	50,000	50,000
122,888	121,850	126,759	<a href="#">212-00-6690199</a>	FRANCHISE FEES	125,430	125,430
(4,570)	(908)	1,750	<a href="#">212-00-6690200</a>	BAD DEBT EXPENSE	1,750	1,750
<b>1,134,401</b>	<b>1,149,354</b>	<b>1,249,849</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>1,318,158</b>	<b>1,318,158</b>
407,959	500	86,000	<a href="#">212-00-6730200</a>	SEWER SYSTEM IMPROV.	500,000	500,000
-	-	12,000	<a href="#">212-00-6740100</a>	EQUIPMENT	25,000	25,000
<b>407,959</b>	<b>500</b>	<b>98,000</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>525,000</b>	<b>525,000</b>
190,918	197,659	204,638	<a href="#">212-00-6470205</a>	PRINCIPAL/ GRESHAM	211,863	211,863
41,995	35,255	28,276	<a href="#">212-00-6470305</a>	INT/ GRESHAM	21,051	21,051
<b>232,914</b>	<b>232,914</b>	<b>232,914</b>	<b>DEBT SERVICE TOTAL</b>		<b>232,914</b>	<b>232,914</b>
-	-	-	<a href="#">212-00-6491123</a>	TRANS TO GRANT FUND	5,000	5,000
25,500	7,600	12,544	<a href="#">212-00-6491622</a>	ER CONTRIBUTION	7,469	7,469
1,000	3,000	3,000	<a href="#">212-00-6491722</a>	TRANS TO FM FR SEW	15,000	15,000
<b>26,500</b>	<b>10,600</b>	<b>15,544</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>27,469</b>	<b>27,469</b>
-	-	185,600	<a href="#">212-00-6910000</a>	CONTINGENCY	172,704	172,704
-	-	232,914	<a href="#">212-00-6793000</a>	BOND RESERVE	232,914	232,914
-	-	1,931,812	<a href="#">212-00-6794000</a>	CIP RESERVE	1,067,901	1,067,901
-	-	<b>2,350,326</b>	<b>OTHER TOTAL</b>		<b>1,473,519</b>	<b>1,473,519</b>
<b>2,233,135</b>	<b>1,819,184</b>	<b>4,339,881</b>	<b>TOTAL SEWER FUND EXPENSES</b>		<b>3,985,938</b>	<b>3,985,938</b>
<b>1,778,045</b>	<b>2,024,959</b>	-	<b>SEWER FUND TOTAL</b>		-	-



## Stormwater Fund

**GENERAL INFORMATION FORM  
FY 2018-19**

**FUND/ FUND NUMBER:**

**Stormwater 213**

**DEPARTMENT:**

**00**

**DEPARTMENT DIRECTOR:**

**Allan Berry**

**DIRECTOR DIRECT PHONE NUMBER:**

**503-674-6235**

**DIRECTOR EMAIL:**

**[berrya@ci.fairview.or.us](mailto:berrya@ci.fairview.or.us)**

**EMPLOYEE = 2.92**

**DESCRIPTION OF PURPOSE/FUNCTION OF THE DEPARTMENT:**

The purpose of the Stormwater Fund is to provide services directly related to the operation and maintenance of the City's stormwater system. This fund pays the cost of Public Works personnel as well as stormwater repair materials (pipe, manholes, gravel, etc.), and tools. It also pays for work associated with the City's stormwater permit, including developing mandated stormwater documents and periodic stormwater testing.

**DESCRIPTION OF MAJOR DIFFERENCE(S) BETWEEN FY 2017-18 AND FY 2018-19:**

- Reserve CIP for future projects in 5 year Capital Improvement Plan (BIP 18-006).
- Contract services included \$9,061 for Fairview's share of Levee Ready Columbia work for the Fiscal year (see BIP 18-025).

City of Fairview  
Fiscal Year 2018-19  
Approved Budget  
Fund: 213 - STORMWATER FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
870,465	849,610	897,238	<a href="#">213-00-4995000</a>	BEGINNING FUND BALANCE	823,974	823,974
565,457	577,217	575,879	<a href="#">213-00-4344400</a>	STORM WATER SERVICE USER FEES	635,396	635,396
4,255	25,013	6,000	<a href="#">213-00-4344500</a>	EROSION CONTROL	-	-
4,678	5,494	4,477	<a href="#">213-00-4344600</a>	PENALTIES - UB	4,528	4,528
5,256	9,452	9,320	<a href="#">213-00-4361100</a>	INTEREST- LGIP	14,977	14,977
38	39	-	<a href="#">213-00-4361200</a>	INTEREST- INVESTMENTS	-	-
7,098	49	-	<a href="#">213-00-4390100</a>	MISC. REVENUE	-	-
<b>1,457,247</b>	<b>1,466,874</b>	<b>1,492,914</b>		<b>RESOURCES TOTAL</b>	<b>1,478,875</b>	<b>1,478,875</b>
204,695	204,543	196,201	<a href="#">213-00-6110900</a>	STAFF-STORM	199,121	199,121
611	2,720	3,947	<a href="#">213-00-6120100</a>	TEMPORARY HELP	3,947	3,947
1,480	2,127	1,943	<a href="#">213-00-6130100</a>	OVERTIME HOURS	1,950	1,950
2,531	2,508	1,109	<a href="#">213-00-6130200</a>	CALL OUT PAY	1,110	1,110
90	90	-	<a href="#">213-00-6200100</a>	CELL PHONE ALLOWANCE- MAYOR	-	-
1,543	889	900	<a href="#">213-00-6200200</a>	CELL PHONE ALLOWANCE-EMPLOYEES	900	900
43	49	508	<a href="#">213-00-6200300</a>	EMP ASSIST PROGRAM	508	508
73	78	-	<a href="#">213-00-6200305</a>	FSA ADMIN FEES	-	-
4,177	2,787	2,038	<a href="#">213-00-6200400</a>	LONGEVITY PAY	1,934	1,934
44,116	44,723	42,267	<a href="#">213-00-6210200</a>	MEDICAL INSURANCE	45,322	45,322
223	187	169	<a href="#">213-00-6210300</a>	LIFE INSURANCE	174	174
957	980	894	<a href="#">213-00-6210400</a>	LONG TERM DISAB. INS	918	918
4,563	3,191	6,491	<a href="#">213-00-6210500</a>	WORKERS COMP INSURANCE	3,222	3,222
15,972	16,181	15,211	<a href="#">213-00-6220100</a>	SOCIAL SECURITY (FICA)	15,346	15,346
1,521	1,561	1,499	<a href="#">213-00-6220200</a>	TRI-MET TAX	1,532	1,532
108	98	99	<a href="#">213-00-6220300</a>	WBF ASSESSMENT	98	98
38,750	39,061	43,548	<a href="#">213-00-6230100</a>	PERS/OPSRP-EMPR. PD	43,698	43,698
1,416	632	597	<a href="#">213-00-6250100</a>	UNEMP. INSURANCE	184	184
975	1,282	2,500	<a href="#">213-00-6290100</a>	VACATION BUY-OUT	2,500	2,500
<b>323,845</b>	<b>323,687</b>	<b>319,921</b>		<b>PERSONNEL SERVICES TOTAL</b>	<b>322,464</b>	<b>322,464</b>
-	-	225	<a href="#">213-00-6295100</a>	EMPLOYEE RECOGNITION	225	225
417	327	850	<a href="#">213-00-6295300</a>	UNIFORMS	1,050	1,050
62,611	17,634	32,114	<a href="#">213-00-6300100</a>	CONTRACT SERVICES	32,467	32,467
7,098	-	9,061	<a href="#">213-00-6300105</a>	LEVEE RECERTIFICATION	9,061	9,061
215	202	1,000	<a href="#">213-00-6310100</a>	HR ADMINISTRATION	1,000	1,000
12,689	2,742	3,641	<a href="#">213-00-6330100</a>	AUDIT & ACCOUNTING	3,670	3,670
4,286	2,686	6,000	<a href="#">213-00-6330200</a>	LEGAL	6,000	6,000
868	280	100,000	<a href="#">213-00-6330300</a>	ARCHITECTURAL/DESIGN ENGINEERING	50,000	50,000
11,576	11,875	46,000	<a href="#">213-00-6330400</a>	ENGINEERING AND MAPS	46,000	46,000
130	116	136	<a href="#">213-00-6330500</a>	PROPERTY ALARM MONITORING SERVICE	252	252
4,986	4,476	8,112	<a href="#">213-00-6340100</a>	IT SERVICES	6,885	6,885
1,530	964	3,143	<a href="#">213-00-6340101</a>	IT UPGRADES/HARDWARE	1,724	1,724
488	373	471	<a href="#">213-00-6340200</a>	WEBSITE MANAGEMENT	504	504
53	78	100	<a href="#">213-00-6421100</a>	REFUSE/SHREDDING	100	100
2,149	2,873	3,289	<a href="#">213-00-6423100</a>	BLDG CLEANING SRVCS	3,085	3,085
1,817	3,301	4,000	<a href="#">213-00-6430100</a>	VEHICLE REP/MAINT	4,000	4,000
3,731	3,389	5,099	<a href="#">213-00-6430200</a>	BLDG REP/MAINT	5,184	5,184
2,708	958	3,000	<a href="#">213-00-6430400</a>	EQUIP REPAIR/MAINT	3,000	3,000
10,000	10,000	10,500	<a href="#">213-00-6441100</a>	RENT EXPENSE-TO GF	10,500	10,500
1,453	1,405	1,834	<a href="#">213-00-6442100</a>	EQUIP RENT	1,556	1,556
7,001	7,492	6,256	<a href="#">213-00-6520100</a>	GENERAL LIAB/PROP INSURANCE	6,736	6,736
2,237	2,726	3,641	<a href="#">213-00-6530200</a>	POSTAGE	3,467	3,467
2,398	2,248	2,337	<a href="#">213-00-6530300</a>	TELEPHONE-CH	2,759	2,759
947	997	1,000	<a href="#">213-00-6530301</a>	TELEPHONE- CITY SHOPS	-	-
522	959	1,283	<a href="#">213-00-6530400</a>	WIRELESS TECHNOLOGY	1,380	1,380
77	33	200	<a href="#">213-00-6540100</a>	PUBLICATIONS	200	200
138	-	355	<a href="#">213-00-6550100</a>	PRINTING	-	-
34	24	100	<a href="#">213-00-6580100</a>	TRAVEL-MEETINGS/ERRANDS	100	100
492	587	797	<a href="#">213-00-6590100</a>	BANK FEES	833	833
456	613	762	<a href="#">213-00-6590200</a>	MERCHANT FEES	879	879

City of Fairview  
Fiscal Year 2018-19  
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Fund: 213 - STORMWATER FUND

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended	Account Number	Line Item Name	2018-2019 Proposed Budget	2018-2019 Approved Budget
1,142	1,783	2,013	<a href="#">213-00-6590300</a>	CONVENIENCE FEES/CREDIT CARD	2,266	2,266
1,015	1,202	750	<a href="#">213-00-6610100</a>	OFFICE SUPPLIES	750	750
3,107	3,638	7,250	<a href="#">213-00-6610200</a>	OPERATING MATERIALS & SUPPLES	7,250	7,250
167	167	167	<a href="#">213-00-6610201</a>	UTIL. NOTIFICATION CTR.	167	167
494	654	1,247	<a href="#">213-00-6610300</a>	BLDG SUPP- CITY HALL	1,239	1,239
11	-	150	<a href="#">213-00-6610400</a>	BLDG SUPP- CITY SHOPS	150	150
115	154	177	<a href="#">213-00-6621100</a>	GAS/HEAT- CH	169	169
124	135	125	<a href="#">213-00-6621101</a>	GAS/HEAT- CITY SHOPS	-	-
5,087	3,786	3,590	<a href="#">213-00-6622100</a>	ELECTRICITY-CH	3,646	3,646
635	601	800	<a href="#">213-00-6622101</a>	ELECTRICITY- CITY SHOPS	-	-
1,252	1,789	3,800	<a href="#">213-00-6626101</a>	FUEL	3,800	3,800
-	-	100	<a href="#">213-00-6630100</a>	MEETING ATTENDANCE	100	100
746	326	1,700	<a href="#">213-00-6630200</a>	CONF- MEALS/LODGING	1,700	1,700
910	1,152	5,500	<a href="#">213-00-6650100</a>	DUES/SUB/MEMBRSHIP	5,500	5,500
372	1,054	1,800	<a href="#">213-00-6650200</a>	TRAINING & CONF.	1,800	1,800
1,595	1,595	-	<a href="#">213-00-6660100</a>	LICENSES AND PERMITS	-	-
1,100	332	3,200	<a href="#">213-00-6665100</a>	SMALL TOOLS/MINOR EQUIP	3,200	3,200
11,161	-	-	<a href="#">213-00-6690104</a>	WATER TESTING	-	-
3,665	9,290	10,000	<a href="#">213-00-6690109</a>	PUBLIC EDUCATION	10,000	10,000
17,098	30,049	45,000	<a href="#">213-00-6690198</a>	INFRASTRUCTURE SYSTEM MAINTENANCE	45,000	45,000
34,043	34,817	34,553	<a href="#">213-00-6690199</a>	FRANCHISE FEES	38,008	38,008
(1,452)	423	1,000	<a href="#">213-00-6690200</a>	BAD DEBT EXPENSE	1,000	1,000
-	-	-	<a href="#">213-00-6690406</a>	DRAINAGE DISTRICT TAXES	4,075	4,075
<b>225,494</b>	<b>172,304</b>	<b>378,228</b>	<b>MATERIALS AND SERVICES TOTAL</b>		<b>332,437</b>	<b>332,437</b>
-	-	-	<a href="#">213-00-6491607</a>	ER CONTRIBUTION	7,172	7,172
51,398	-	86,000	<a href="#">213-00-6730200</a>	STORM WATER SYSTEM IMPROV.	275,000	275,000
-	-	-	<a href="#">213-00-6740100</a>	EQUIPMENT	5,000	5,000
<b>51,398</b>	<b>-</b>	<b>86,000</b>	<b>CAPITAL IMPROVEMENTS TOTAL</b>		<b>287,172</b>	<b>287,172</b>
-	-	-	<a href="#">213-00-6491123</a>	TRANS TO GRANT FUND	50,000	50,000
-	16,767	13,176	<a href="#">213-00-6491133</a>	TRANS TO STORMWATER SDC	-	-
5,900	7,100	5,018	<a href="#">213-00-6491623</a>	TR TO ER FR STW	7,172	7,172
1,000	3,000	3,000	<a href="#">213-00-6491723</a>	TRANS TO FM FR STW	15,000	15,000
<b>6,900</b>	<b>26,867</b>	<b>21,194</b>	<b>TRANSFERS TO OTHER FUNDS TOTAL</b>		<b>72,172</b>	<b>72,172</b>
-	-	68,577	<a href="#">213-00-6910000</a>	CONTINGENCY	65,490	65,490
-	-	618,994	<a href="#">213-00-6794000</a>	CIP RESERVE	399,140	399,140
-	-	<b>687,571</b>	<b>OTHER TOTAL</b>		<b>464,630</b>	<b>464,630</b>
<b>607,637</b>	<b>522,858</b>	<b>1,492,914</b>	<b>TOTAL STORMWATER FUND EXPENSES</b>		<b>1,478,875</b>	<b>1,478,875</b>
<b>849,610</b>	<b>944,016</b>	<b>-</b>	<b>STORMWATER FUND TOTAL</b>		<b>-</b>	<b>-</b>



City of Fairview  
Fiscal Year 2018-19  
Approved Budget

**City-Wide Totals**

2015-2016 Actuals	2016-2017 Actuals	2017-2018 Adopted Budget Amended		2018-2019 Proposed Budget	2018-2019 Approved Budget
10,373,556	11,118,921	11,876,844	Beginning Fund Balance	11,443,346	11,443,346
9,775,452	9,714,788	10,265,573	Operating Resources	13,290,891	13,290,891
20,149,008	20,833,708	22,142,417	TOTAL RESOURCES	24,734,237	24,734,237
3,987,381	4,062,822	2,995,525	Personnel Services	2,611,669	2,620,469
3,743,854	4,097,813	6,483,627	Materials and Services	7,149,494	7,154,494
272,881	272,881	272,881	Debt Service	272,881	272,881
952,996	678,493	1,189,359	Capital Improvements	4,851,121	4,851,121
72,975	186,361	544,546	Transfers to Other Funds	646,689	646,689
-	-	8,991,832	Contingency & Reserves	7,473,981	7,460,181
11,118,921	11,535,338	1,664,647	Ending Balance City-Wide	1,728,402	1,728,402
20,149,008	20,833,708	22,142,417	TOTAL EXPENSE and ENDING FUND BALANCE	24,734,237	24,734,237





## Supplemental Information

## DEBT SERVICE FUTURE REQUIREMENTS

### City Debts:

	Fiscal Year	Beginning Balance	Principal Paid	Interest Paid	Ending Balance
<b>Water Fund Debt</b>					
Safe Drinking Water Revolving Loan Fund	2017-18	\$ 477,256.28	\$ 25,649.17	\$ 14,317.69	\$ 451,607.11
	<b>2018-19</b>	<b>\$ 451,607.11</b>	<b>\$ 26,418.65</b>	<b>\$ 13,548.21</b>	<b>\$ 425,188.46</b>
	2019-20	\$ 425,188.46	\$ 27,211.21	\$ 12,755.65	\$ 397,977.25
	2020-21	\$ 397,977.25	\$ 28,027.54	\$ 11,939.32	\$ 369,949.71
	2021-22	\$ 369,949.71	\$ 28,868.37	\$ 11,098.49	\$ 341,081.34
	2022-23	\$ 341,081.34	\$ 29,734.42	\$ 10,232.44	\$ 311,346.92
	2023-24	\$ 311,346.92	\$ 30,626.45	\$ 9,340.41	\$ 280,720.47
	2024-25	\$ 280,720.47	\$ 31,545.25	\$ 8,421.61	\$ 249,175.22
	2025-26	\$ 249,175.22	\$ 32,491.60	\$ 7,475.26	\$ 216,683.62
	2026-27	\$ 216,683.62	\$ 33,466.35	\$ 6,500.51	\$ 183,217.27
	2027-28	\$ 183,217.27	\$ 34,470.34	\$ 5,496.52	\$ 148,746.93
	2028-29	\$ 148,746.93	\$ 35,504.45	\$ 4,462.41	\$ 113,242.48
	2029-30	\$ 113,242.48	\$ 36,569.59	\$ 3,397.27	\$ 76,672.89
	2030-31	\$ 76,672.89	\$ 37,666.67	\$ 2,300.19	\$ 39,006.22
	2031-32	\$ 39,006.22	\$ 39,006.22	\$ 1,170.19	\$ -
			<u>\$ 477,256.28</u>	<u>\$ 122,456.17</u>	
<b>Sewer Fund Debt</b>					
City of Gresham Debt	2017-18	\$ 858,608.27	\$ 204,637.54	\$ 28,276.24	\$ 653,970.73
Wastewater Treatment Plant Exp.	<b>2018-19</b>	<b>\$ 653,970.73</b>	<b>\$ 211,862.52</b>	<b>\$ 21,051.26</b>	<b>\$ 442,108.21</b>
	2019-20	\$ 442,108.21	\$ 219,342.60	\$ 13,571.18	\$ 222,765.61
	2020-21	\$ 222,765.61	\$ 222,765.61	\$ 5,827.02	\$ -
			<u>\$ 858,608.27</u>	<u>\$ 68,725.70</u>	

# City of Fairview Salary Ranges 2018-2019

PAY CLASS	MINIMUM	MAXIMUM	REPRESENTATION	POSITION TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
N21	\$ 6,997	\$ 8,930	Non Represented	Finance Director	\$ 6,997	\$ 7,347	\$ 7,714	\$ 8,100	\$ 8,505	\$ 8,930
N20	\$ 6,647	\$ 8,483	Non Represented	Public Works Director	\$ 6,647	\$ 6,979	\$ 7,328	\$ 7,694	\$ 8,079	\$ 8,483
N19	\$ 6,315	\$ 8,060	N/A	No Classifications	\$ 6,315	\$ 6,630	\$ 6,963	\$ 7,310	\$ 7,677	\$ 8,060
N18	\$ 5,999	\$ 7,657	N/A	No Classifications	\$ 5,999	\$ 6,299	\$ 6,614	\$ 6,945	\$ 7,292	\$ 7,657
N17	\$ 5,700	\$ 7,275	N/A	No Classifications	\$ 5,700	\$ 5,984	\$ 6,283	\$ 6,597	\$ 6,927	\$ 7,275
N16	\$ 5,414	\$ 6,911	Non Represented	P.W. Operations Superintendent	\$ 5,414	\$ 5,684	\$ 5,969	\$ 6,267	\$ 6,581	\$ 6,911
N15	\$ 5,144	\$ 6,565	Non Represented	City Recorder	\$ 5,144	\$ 5,401	\$ 5,670	\$ 5,954	\$ 6,252	\$ 6,565
N15a	\$ 5,132	\$ 6,548	Non Represented	Recreation Program Manager	\$ 5,132	\$ 5,388	\$ 5,657	\$ 5,939	\$ 6,237	\$ 6,548
T15	\$ 5,132	\$ 6,548	Teamsters	Senior Planner Civil Engineer Senior Management Analyst	\$ 5,132	\$ 5,388	\$ 5,657	\$ 5,939	\$ 6,237	\$ 6,548
N14	\$ 4,875	\$ 6,221	N/A	P.W. Operations Supervisor	\$ 4,875	\$ 5,118	\$ 5,374	\$ 5,643	\$ 5,925	\$ 6,221
T14	\$ 4,875	\$ 6,221	N/A	No Classifications	\$ 4,875	\$ 5,118	\$ 5,374	\$ 5,643	\$ 5,925	\$ 6,221
T13	\$ 4,631	\$ 5,911	N/A	No Classifications	\$ 4,631	\$ 4,861	\$ 5,105	\$ 5,360	\$ 5,628	\$ 5,911
N12	\$ 4,410	\$ 5,628	Non Represented	Information Systems Coordinator	\$ 4,410	\$ 4,631	\$ 4,862	\$ 5,105	\$ 5,360	\$ 5,628
T12	\$ 4,399	\$ 5,615	Teamsters	Accountant II	\$ 4,399	\$ 4,620	\$ 4,850	\$ 5,093	\$ 5,348	\$ 5,615
T11	\$ 4,179	\$ 5,335	N/A	Associate Planner/Code Enforcement Development Analyst Operations Lead Worker	\$ 4,179	\$ 4,388	\$ 4,608	\$ 4,838	\$ 5,081	\$ 5,335
T10	\$ 3,970	\$ 5,067	Teamsters	Civil Engineering Technician Public Works Lead Worker Crew Lead - Parks/Stormwater	\$ 3,970	\$ 4,169	\$ 4,377	\$ 4,596	\$ 4,826	\$ 5,067
T9	\$ 3,772	\$ 4,814	N/A	No Classifications	\$ 3,772	\$ 3,961	\$ 4,159	\$ 4,367	\$ 4,585	\$ 4,814
T8	\$ 3,583	\$ 4,574	Teamsters	Maintenance Worker II	\$ 3,583	\$ 3,762	\$ 3,950	\$ 4,148	\$ 4,355	\$ 4,574
T7	\$ 3,404	\$ 4,345	Teamsters	O&M/Municipal Court Clerk O&M/Utility Billing Clerk Office Assistant III	\$ 3,404	\$ 3,574	\$ 3,753	\$ 3,941	\$ 4,138	\$ 4,345
T6	\$ 3,233	\$ 4,127	N/A	No Classifications	\$ 3,233	\$ 3,396	\$ 3,566	\$ 3,743	\$ 3,931	\$ 4,127
T5	\$ 3,072	\$ 3,921	Teamsters	Maintenance Worker I Office Assistant II - Finance Office Assistant II - Public Works	\$ 3,072	\$ 3,225	\$ 3,387	\$ 3,556	\$ 3,734	\$ 3,921
T4	\$ 2,918	\$ 3,725	N/A	No Classifications	\$ 2,918	\$ 3,064	\$ 3,218	\$ 3,378	\$ 3,547	\$ 3,725
T3	\$ 2,772	\$ 3,538	N/A	No Classifications	\$ 2,772	\$ 2,911	\$ 3,057	\$ 3,210	\$ 3,370	\$ 3,538
T2	\$ 2,635	\$ 3,362	N/A	No Classifications	\$ 2,635	\$ 2,765	\$ 2,904	\$ 3,050	\$ 3,202	\$ 3,362
T1	\$ 2,502	\$ 3,194	N/A	No Classifications	\$ 2,502	\$ 2,628	\$ 2,759	\$ 2,897	\$ 3,041	\$ 3,194

Non-Represented & Teamsters - 0% COLA (pending bargaining agreement with Teamsters Local 223)

Seasonal Workers: \$13 per hour

Temporary, Part-Time Recreation Assistant & Interpreter: \$15 per hour

Temporary, Part-Time Parking Enforcement / Office Assistant: \$16 per hour

## 2018-19 BUDGETED POSITIONS

## ADMINISTRATOR

MAYOR<sup>6</sup>

## TEMPORARY PARKING ENFORCEMENT

**FINANCE:**

## DIRECTOR

## ACCOUNTANT II

COURT CLERK / OA III

**PUBLIC WORKS:**

**DIRECTOR  
OPERATIONS SUPERIN**

## DIRECTOR

## OPERATIONS

MW II  
GREAT LEAD WORKERS

1144

**MIAMI**  
**CELEBRANDO 40 ANNI**

DEVELOPMENT ANALYSIS

## ENGINEERING TECHNICIAN

OFFICE ASSISTANT III

## SUMMER SEASONAL WORK

## SUMMER SEASONAL WORK

**RECREATION:**

RECREATION ASSISTANT<sup>5</sup>

2 1530 UTC  
200011E

.8750 FTE

<sup>5</sup> .1500 FTE

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12

	GF ADMIN	GF FINANCE	GF COURT	GF PW CS	GF PW PARKS	GF PD	GF EM MGMT	RECREATION	BUILDING	STREET	WATER	SEWER	STORM
<b>RECREATION:</b>													
PROGRAM MANAGER													
RECREATION ASSISTANT <sup>5</sup>								100%					
TRANSLATOR / COMM ENGAGEMENT ASSIST <sup>5</sup>								100%					
								100%					

2 1530 ETE

.8750 FTE

5 .1500 FTE

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# City of Fairview Equipment Replacement Schedule

Vehicle ID	Description	Utilization	Primary Use	Year of Purchase	Life	Estimated Replacement Year	Purchased Cost (*)	Disposition	Projected Cost in Replacement Year	2016	2017	2018	2019	2020	2021	General	Streets	Water	Sewer	Storm	TOTAL
					n				See note below	2017	2018	2019	2020	2021	2022						
	ACTIVE FLEET																				
	IR Air Compressor		Crew	1999	20	2019	\$ 12,000	Fleet subject to replacement	\$ 19,261	\$ 963	\$ 963	\$ 963	\$ (19,261)	\$ 963	\$ 963	5%	10%	50%	25%	10%	100%
	Vactor PMD 500	Localized excavation	Crew	2001	20	2021	\$ 40,000	Fleet subject to replacement	\$ 64,202	\$ 3,210	\$ 3,210	\$ 3,210	\$ 3,210	\$ 3,210	\$ 3,210	0%	0%	10%	30%	60%	100%
	Kubota B2910	Small Tractor	Crew	2004	15	2019	\$ 30,000	Fleet subject to replacement	\$ 42,780	\$ 2,852	\$ 2,852	\$ 2,852	\$ (42,780)	\$ 2,852	\$ 2,852	20%	20%	20%	20%	20%	100%
AM 06-01	Ford Taurus	Administrative	All staff	2006	10	2016	\$ 18,000	Fleet subject to replacement	\$ 22,804	\$ 2,280	\$ 2,280	\$ (25,860)	\$ 2,280	\$ 2,280	\$ 2,280	60%	10%	10%	10%	10%	100%
PW 07-15	Chevy 1500		Crew	2007	12	2019	\$ 30,000	Fleet subject to replacement	\$ 39,849	\$ 3,321	\$ 3,321	\$ (39,849)	\$ 3,321	\$ 3,321	\$ 3,321	15%	5%	60%	15%	5%	100%
PW 07-16	GMC 2500 HD	Crew truck	Crew	2007	11	2018	\$ 30,000	Fleet subject to replacement	\$ 38,917	\$ 3,538	\$ 3,538	\$ (38,917)	\$ 3,538	\$ 3,538	\$ 3,538	5%	10%	50%	25%	10%	100%
	Kubota RTV	2-Man ATV	Crew	2008	10	2018	\$ 12,000	Fleet subject to replacement	\$ 15,203	\$ 1,520	\$ 1,520	\$ (15,203)	\$ 1,520	\$ 1,520	\$ 1,520	55%	25%	0%	0%	20%	100%
PW 08-17	Chevy 1500	Crew truck	Operations Super	2008	12	2020	\$ 25,000	Fleet subject to replacement	\$ 33,207	\$ 2,767	\$ 2,767	\$ 2,767	\$ 2,767	\$ (33,207)	\$ 2,767	20%	20%	20%	20%	20%	100%
PW 08-18	GMC Dump Truck	Maintenance	Crew	2009	21	2030	\$ 80,000	Fleet subject to replacement	\$ 131,478	\$ 6,261	\$ 6,261	\$ 6,261	\$ 6,261	\$ 6,261	\$ 6,261	5%	10%	50%	25%	10%	100%
PW 11-19	GMC 1500	Superintendent	Superintendent	2011	12	2023	\$ 27,090	Fleet subject to replacement	\$ 35,983	\$ 2,999	\$ 2,999	\$ 2,999	\$ 2,999	\$ 2,999	\$ 2,999	20%	20%	20%	20%	20%	100%
	Kubota Kx91-3	Compact Excavator	Crew	2013	15	2028	\$ 43,673	Fleet subject to replacement	\$ 62,277	\$ 4,152	\$ 4,152	\$ 4,152	\$ 4,152	\$ 4,152	\$ 4,152	20%	20%	20%	20%	20%	100%
PW 12-20	GMC Terrain	Director	Director	2013	12	2025	\$ 22,850	Fleet subject to replacement	\$ 30,352	\$ 2,529	\$ 2,529	\$ 2,529	\$ 2,529	\$ 2,529	\$ 2,529	50%	5%	10%	25%	10%	100%
PW 14-21	Chevy Equinox	Field inspections	Engineering	2013	12	2025	\$ 22,296	Fleet subject to replacement	\$ 29,616	\$ 2,468	\$ 2,468	\$ 2,468	\$ 2,468	\$ 2,468	\$ 2,468	80%	5%	5%	5%	5%	100%
	Exmark Lazer 60	Mower	Crew	2014	8	2022	\$ 20,000	Fleet subject to replacement	\$ 24,167	\$ 3,021	\$ 3,021	\$ 3,021	\$ 3,021	\$ 3,021	\$ 3,021	80%	20%	0%	0%	0%	100%
PW 16-22	Kubota F3090	Mower	Crew	2015	15	2030	\$ 21,055	Fleet subject to replacement	\$ 30,024	\$ 2,002	\$ 2,002	\$ 2,002	\$ 2,002	\$ 2,002	\$ 2,002	80%	20%	0%	0%	0%	100%
	Chevy 3500		Crew	2016	11	2027	\$ 45,335	Fleet subject to replacement	\$ 58,810	\$ 5,346	\$ 5,346	\$ 5,346	\$ 5,346	\$ 5,346	\$ 5,346	55%	20%	5%	5%	15%	100%
11	Kohler Leaf Vac	Blower	Crew	2017	15	2032	\$ 9,950	Fleet subject to replacement	\$ 14,189	\$ (9,950)	\$ 946	\$ 946	\$ 946	\$ 946	\$ 946	100%					100%
10	Kubota Lazer DS	72" mower attachment	Crew	2017	10	2027	\$ 19,313	Fleet subject to replacement	\$ 24,468		\$ (19,313)	\$ 2,447	\$ 2,447	\$ 2,447	\$ 2,447	100%					100%
	GMC 2500 HD		Crew	2017	12	2029	\$ 28,234	Fleet subject to replacement	\$ 37,503		\$ (28,233)	\$ 3,125	\$ 3,125	\$ 3,125	\$ 3,125	20%	20%	20%	20%	20%	100%
	Truck Box		Crew	2018	12	2030	\$ 15,942	Fleet subject to replacement	\$ 21,176			\$ (15,942)	\$ 1,765	\$ 1,765	\$ 1,765	20%	20%	20%	20%	20%	100%
FLEET NOT SUBJECT TO CONTRIBUTION																					
	JD 410D Backhoe	Maintenance		1992	20	2012	\$ 60,000	Active, but not to be replaced	\$ 96,303												
PW 00-11	GMC 1500	Field inspections	Code Compliance	2000	20	2020	\$ 30,000	Active, but not to be replaced	\$ 48,152												
PW 06-14	Chevy 3500	Maintenance		2006	10	2016	\$ 40,000	Active, but not to be replaced	\$ 50,676												
PW 01-12	GMC 3500	Service truck		2001	11	2012	\$ 50,000	Active, but not to be replaced	\$ 64,862												
	GHS Walker Mower	Parks		2007	8	2015	\$ 20,000	Active, but not to be replaced	\$ 24,167												
PW 05-13	GMC 2500 HD	Crew truck	Crew	2005	12	2017	\$ 30,000	Active, but not to be replaced													
									Contributions	\$ 55,300	\$ 50,175	\$ 48,409	\$ 50,376	\$ 21,537	\$ 57,512						
	2015-16 Balance	\$ 372,355							Expenditures	\$ (9,950)	\$ (47,546)	\$ (95,722)	\$ (101,889)	\$ (33,207)	\$ -						
									Sales / Trade-ins		\$ 5,394										
	Current Year								Annual Balance	\$ 45,350	\$ (2,765)	\$ (47,313)	\$ (51,513)	\$ (11,670)	\$ 57,512						
	Estimated Inflation (i)	2017							Running Balance	\$ 417,705	\$ 414,940	\$ 367,627	\$ 316,113	\$ 304,443	\$ 361,955						





BUDGET GLOSSARY		
Line Item Name	Account Number	Description
PROP TAXES-CURRENT	4311100	Revenue from tax bills mailed Fall 2016
PROP TAXES-PRIOR	4311200	Revenue from Multnomah County for property taxes (prior to 2016 assessments)
TELEPHONE FRAN. FEE	4313101	7% of gross receipts- Integra, Frontier
PORT. GEN. ELECT. FRAN. FEE	4313102	5% of gross receipts-Portland General Electric
NW NATURAL FRAN. FEE	4313103	5.94 % of gross receipts- NW Natural Gas
REFUSE COMP. FRAN. FEE	4313104	4.5% of gross receipts- 12 Mile Disposal
CABLE FRAN. FEE	4313105	5% of gross receipts- Mt. Hood Cable
RWPUD FRAN. FEE	4313106	5% of gross receipts- Rockwood Water PUD
CITY WTR FRAN. FEE	4313107	6% of gross receipts- City of Fairview Water
CITY SEWER FRAN. FEE	4313108	6% of gross receipts- City of Fairview Sewer
CITY STORM FRAN. FEE	4313109	6% of gross receipts- City of Fairview Storm water
HOTEL/MOTEL TAX	4316100	6% tax on occupancy revenue received from Fairview RV Park.
CET REVENUE	4318200	Building Fund administrative portion of Construction Excise Tax on new construction
REYNOLDS CET REVENUE	4318201	Building Fund administrative portion of Reynolds Construction Excise Tax on new construction
ADMIN EXCISE CHRГ	4318300	The AEC Charge is \$.50 /ft^2 for residential development and \$.25/ft^2 for commercial development.
SYS. DEVE. CHARGE	4319100	Revenues on new construction for water system capacity increases and existing infrastructure
LIQUOR TAX	4320100	Distribution from State based on population (8940)
BUILDING PERMITS	4320200	Revenue from the issuance of building permits
ELECTRICAL PERMITS	4320300	Revenue from the issuance of electrical permits
PLUMBING PERMITS	4320400	Revenue from the issuance of plumbing permits
PERMITS (LAND USE/HOME OCC)	4320500	Revenues from Community Development Fees- NOT BLDG PERMITS
MECHANICAL PERMITS	4320800	Revenue from the issuance of mechanical permits
BLDG PERMITS- OTHER	4320900	Revenue from the issuance of all other permits not elsewhere classified
FIRE PREVENTION PERMITS	4320901	Revenue from the issuance of fire prevention permits
GRADING PERMITS	4320902	Revenue from the issuance of grading permits
DEMOLITION PERMITS	4320903	Revenue from the issuance of demolition permits
MANUF. DWELLING PERMIT	4320904	Revenue from the issuance of Manufactured Home Dwelling permits
BUSINESS LICENSES	4321100	Fee for Business License - based on anticipated activity
ALARM PERMITS	4321200	Fee for Alarm permit - based on anticipated activity
RIGHT OF WAY PERMITS	4322100	Fee for inspection for work completed in city right-of-way (i.e., water and sewer line connections, etc.)
BUS. INCOME TAX	4330101	Distribution from Mult. Co. based on estimated figures for business income tax
CIGARETTE TAX	4330102	Distribution from State based on population (8940)
STATE REVENUE SHARING	4330103	Distribution from State based on percentage trends in per capita liquor tax distribution
COUNTY SHARED REVENUE	4330105	Annual pay from Multnomah County for roads.
STATE SHARED REVENUE-GAS	4330106	Distribution from state gas tax based on population.
METRO RECYCLING PROGRAM	4330107	From Metro for administration costs of the Recycling Program
PILOT-HAP	4330201	Payment in lieu of property taxes paid by Portland Housing Authority (Home Forward)
ARRA GRANT PROCEEDS	4331100	Project completed
OPER. ГRT. PROC- FED	4331200	Grants from Federal Govt. for Operational Costs
OACP-DUII GRANT	4333101	DUII Enforcement Grant from Oregon Chiefs of Police Assoc.

Line Item Name	Account Number	Description
OACP- SEATBELT GRANT	4333102	Seatbelt Enforcement Grant from Oregon Chiefs of Police Assoc.
EMGET	4333103	Grant from State for Gang Enforcement Program administered through Gresham.
SRO REYNOLDS S.D.	4333104	Contribution from Reynolds SD for 9 months wages for a School Resource Officer position
TARGET GRANT- SHOP W/ COP	4333107	Grant for annual Shop with a Cop event
Wood Village Contribution	4333118	IGA calls for 40% support of costs over user fees and donations
GRANT PROCEEDS - STATE	4334100	Grant proceeds from the State of Oregon
GRANT- HALSEY	4334101	Not budgeted this fiscal year.
GRANT- HALSEY CORRIDOR	4334109	Halsey Corridor Grant Project
METRO GRANT- NATURE IN NEIGH.	4337201	Project completed in 2013
CDBG GRANT	4337202	Grant awarded for sidewalk improvements in Old Town- "Historic Fairview"
GENERAL GOVT CHARGES	4340100	Revenue from copies, faxes, notary services and other services not elsewhere classified
CREDIT CARD MERCHANT FEE	4340300	Fee assessed to credit card pmnts per federal consumer credit laws - not budgeted this FY
LIEN SEARCHES	4341200	Fees from companies who request title searches via Net Assets
FIRE SUPPRESSION FEE	4341300	Fees collected from utility customers to offset a portion of Gresham Fire Contract
METRO REIMB.	4342100	Reimbursement from Metro for police patrols at Chinook Landing and Blue Lake Park
WATER/SEWER/STORM WATERSERVICE USER FEES	4344400	User fees collected for water, sewer, and/or storm water service
CONNECTION FEES/EROSION CONTROL	4344500	Connection charges for water/sewer hook-ups & erosion control permits
PENALTIES-UB	4344600	Fee applied to utility customers who are delinquent
ABATEMENT FEE	4350100	Civil penalties from Municipal Court for code violations
DRIVER'S SAFETY CLASS	4351100	Fees paid in lieu of fines to attend driver safety class
FINES - FIX-IT	4351102	Administrative fee for fix-it tickets
OR. STATE SURCHARGE	4351201	Fee Assessed by St. of Oregon but retained by local municipal court - Program sunset 2012
FINES AND FORFEITURES	4351300	Fees for traffic citations and other ordinance violations
FINES - RED LIGHT	4351301	Red light camera photo enforcement program fines - Program termed May 31, 2015
COLLECTIONS- INTEREST/PENALTIES	4351401	Fees related to past due court-related citations turned over to collections
OTHER COURT REVENUE	4351500	Revenue distributed from other courts (State Judicial/ Mult. Co.)
PD REPORTS	4351600	Fees for issuing copies of police reports
TOW RELEASE	4351700	Fees for the release of towed vehicles
FINES- CODE ENFORCEMENT	4351800	Fines collected as the result of citations for code enforcement
VEH FINE ASSESS.	4351900	\$5 per citation fee designated for public safety vehicles, equipment and other related expenses
PRIN/INT-FV LK LID	4355100	Payments received from benefited properties
PRIN/INT- FWL LID PAST DUE	4355101	Payments received, which are considered past due, from benefited properties
INTEREST- LGIP	4361100	LGIP Interest
INTEREST- INVESTMENTS	4361200	CD Interest
CELL TOWER RENT	4362100	Revenue from T-Mobile, Sprint, and Verizon for placing cell towers on water reservoirs
CITY HALL CONF RM RENT	4362200	Fees for the rental of conference rooms in City Hall
COMMUNITY CENTER RENT	4362300	Fees for the rental of the Community Center
RENT- FROM STREET	4362414	Rent paid by Street Fund for use of office space in City Hall
RENT- FROM WATER	4362421	Rent paid by Water Fund for use of office space in City Hall
RENT- FROM SEWER	4362422	Rent paid by Sewer Fund for use of office space in City Hall
RENT- FROM STW	4362423	Rent paid by Storm water Fund for use of office space in City Hall

Line Item Name	Account Number	Description
COMMUNITY GARDEN/FACILITY RENT	4362500	Fees for the rental of space in the Community Garden
RENTAL REVENUE-OTHER	4362600	Fees for the rental of other City property or space not elsewhere classified
GIFTS & DONATIONS- DESIGNATED	4364100	Contributed money for specified purposes
PD GIFTS & DONATIONS - DESIGNATED	4364101	Contributed money for Public Safety specific purposes
MISC. REVENUE	4390100	Revenue from other General Fund activities not elsewhere classified
TRANS FROM AEC FUND	4391120	Transfer to Parks SDC from Parks
TRANS FROM WATER FUND	4391121	Transfer from Water Fund
Transfer in from General fund	4391200	Transfer from General Fund to Recreation Fund
GRANT MATCH FROM GENERAL FUND	4391200	Transfer from General Fund to Grants/Special Projects Fund
TRANSFER FROM GEN FUND	4391400	Not budgeted this fiscal year
ADMIN CONTRIBUTION	4391501	Funds transferred in for future capital outlay purchases
FINANCE CONTRIBUTION	4391502	Funds transferred in for future capital outlay purchases
PW CS CONTRIBUTION	4391503	Funds transferred in for future capital outlay purchases
PW PARKS CONTRIBUTION	4391504	Funds transferred in for future capital outlay purchases
PD CONTRIBUTION	4391505	Funds transferred in for future capital outlay purchases
PW STREET CONTRIBUTION	4391514	Funds transferred in for future capital outlay purchases
PW WATER CONTRIBUTION	4391521	Funds transferred in for future capital outlay purchases
PW SEWER CONTRIBUTION	4391522	Funds transferred in for future capital outlay purchases
PW STORMWATER CONTRIBUTION	4391523	Funds transferred in for future capital outlay purchases
GENERAL FUND CONTRIBUTION	4391601	Contributions for future facilities maintenance expenses
PW STREET CONTRIBUTION	4391620	Contributions for future facilities maintenance expenses
PW WATER CONTRIBUTION	4391621	Contributions for future facilities maintenance expenses
PW SEWER CONTRIBUTION	4391622	Contributions for future facilities maintenance expenses
PW STORMWATER CONTRIBUTION	4391623	Contributions for future facilities maintenance expenses
TRANSFER IN FROM LID DEBT FUND	4391900	Transferred funds from the LID Debt Fund
SALE MATERIAL EQUIP	4392100	Sale of equipment currently owned by the City but which is deemed surplus
DONATION- CHRISTMAS TREE LIGHTING	4500102	Donations to support city hosted Christmas Tree Lighting Event
DONATIONS- EASTER EGG HUNT	4500104	Donations to support city hosted Easter Egg Hunt
DONATIONS-SPEC. EVENT OTHER	4500106	Misc. donations received to support city hosted events
Contributions, Grants, Sponsorships	4510112	Funds raised from Third parties to support programs
Registration Fees	4510113	Fees from Participants
BEGINNING FUND BALANCE	4995000	Ending Fund Balance from Previous Year (Estimate).
STAFF	6110900	Staff Wages and Mayor Monthly Stipend
TEMPORARY HELP	6120100	Temporary Help - Typically PW Seasonal (previously included in Staff Line)
OVERTIME	6130100	Overtime for Staff
CALL OUT PAY	6130200	Pay for call-out situations
ON CALL PAY- SGTS	6130400	On Call Pay for Sergeants per Employee Manual
FTO PAY	6130500	Full Time Officer Pay for training of new officers per Employee Manual
CELL PHONE ALLOWANCE-MAYOR & EMPLOYEES	6200200	Mayor & Staff Cell Phone Allowances
EMP ASSIST PROGRAM/FSA	6200300	Costs to provide the Employee Assistance and Flexible Spending Account Programs
LONGEVITY	6200400	Longevity Pay per Employee Manual

Line Item Name	Account Number	Description
CERTIFICATION PAY	6200500	Additional Pay for Police Certification per Employee Manual and Contracts
MEDICAL INSURANCE	6210200	Medical Insurance (includes medical/dental/vision)
LIFE INSURANCE	6210300	Life Insurance Benefit per Employee Manual
LONG TERM DISAB. INS	6210400	LTD Insurance Benefit per Employee Manual
WORKERS COMP INSURANCE	6210500	Workers' Compensation Insurance expense
SOCIAL SECURITY (FICA)	6220100	Social Security Tax
TRI-MET TAX	6220200	Tri-Met Tax
WBF ASSESSMENT	6220300	Workers Benefit Fund Assessment
PERS/OPSRP- EMPR. PD	6230100	PERS Costs per Employee Manual and rate imposed by PERS Board
UNEMP. INSURANCE	6250100	Unemployment Insurance Assessment
VACATION BUY-OUT	6290100	Vacation Buy-Out per Employee Manual
AWARDS/RECOGNITION	6295100	Awards/Recognition of Employees & Volunteers
UNIFORMS	6295300	Includes work pants, shirts, jackets, safety boots, rain gear, gloves and safety apparel
UNIFORMS- MAINT	6295400	Cost for cleaning and repairs of police uniforms
UNIFORMS-NEW HIRE	6295500	Cost for uniforms for newly hired police officers
UNIFORM REIMBURSEMENT	6295600	Annual Uniform Reimbursement Cost
CONTRACT SERVICES	6300100	Contract services to carry out the functions of the fund or department
CONTRACT SERVICES	6300100	Contract svcs to carry out the functions of the Finance Dept. including contracted Office Assistant
CONTRACT SERVICES	6300100	Cost for professional services related to court including interpretive services
CONTRACT SERVICES	6300100	Cost for professional services
CONTRACT SERCVICES	6300100	Costs for professional services including contract with MCSO for Chief Position
CONTRACT SERVICES	6300100	Contract Services W/MCSO for Chief Position
CONTRACT SERVICES	6300100	Costs for professional services
CONTRACT SERVICES- PERMIT TECH	6300100	Cost for contracted services from City of Gresham for part-time permit technician
CONTRACT SERVICES	6300100	Contract Services (Tree Trimming, etc.)
CONTRACT SERVICES	6300100	Costs for professional services related to the City water system
CONTRACT SERVICES	6300100	Costs for professional services related to the City sewer system
CONTRACT SERVICES	6300100	Costs for professional services related to the City storm water system
CONTRACT SERVICES- JUDGE	6300101	Cost of the contract for Municipal Court Judge
CONTRACT SERVICES-CODE COMPLIANCE	6300101	Cost for Code Compliance assistance from City of Gresham
CONTRACT SERVICES-ATTORNEY	6300102	Cost of Prosecutor for Court
RED LIGHT CAMERA EXPENSE	6300103	Amount owed for red light citations paid after June 30, 2015 but issued prior to program termination
COURSE INSTRUCTION FEES	6300106	Fees paid to instructors
WOOD VILLAGE BAPTIST PROGRAM	6300107	Assistance with programs provided by this current participant
HR ADMINISTRATION	6310100	Allocated: HR-related expenses. Some expenses directly related are not allocated.
ADMINISTRATIVE COSTS	6310200	Cost from General Fund for the accounting and admin of SDC Water, Sewer, Storm and/or Parks/Open Spaces
AUDIT & ACCOUNTING	6330100	Allocated: Costs of annual audit and technical support
LEGAL	6330200	Allocated: City legal services-Beery, Elsner, and Hammond, LLC. and others as necessitated
ARCHITECTUAL/DESIGN ENGINEERING	6330300	Professional Engineering services for architectural and design work
ENGINEERING AND MAPS	6330400	Professional engineering services for engineering and maps work
PROPERTY ALARM MONITORING SERVICE	6330500	Cost for building alarm services

Line Item Name	Account Number	Description
IT SERVICES	6340100	Cost for IT professional services as well as fees for back-up and other IT related expenses
IT SERVICES	6340100	Cost for IT professional services as well as fees for back-up and other IT related expenses
IT UPGRADES/HARWARE	6340101	Cost for hardware and software systems per replacement schedules
WEBSITE MANAGEMENT	6340200	Cost for City Website and online Code Publishing updates
COMMUNITY CENTER	6362100	Costs for utilities and other monthly expenses related to the Community Center
HESLIN HOUSE	6362200	Costs for monthly expenses related to the Heslin House.
REFUSE/SHREDDING	6421100	Allocated: Costs for shredding confidential documents per Red Flag Rules
BLDG CLEANING SRVCS	6423100	Allocated: Contracted monthly costs for janitorial services, Portland Habilitation Center, Inc.
VEHICLE REP/MAINT	6430100	Pool car and Public Works repair and maintenance expenses
BLDG REP/MAINT	6430200	City Hall routine repair and annual maintenance expenses
OFFICE EQUIP REP/MAIN	6430300	City Hall office equipment repair and maintenance expenses
EQUIP REPAIR/MAINT	6430400	Equipment repair and maintenance expenses
RADIO/MDC REPAIR/MAINT	6430401	Radio/MDC repair and maintenance expenses
RENT EXPENSE-TO GF	6441100	Rent paid by Street , Water, Sewer and/or Storm Water Fund for use of office space in City Hall
EQUIP RENT	6442100	Allocated: Costs for rental of copier and postage machine and any other office equipment rental
EQUIP RENT - VEHICLES	6442101	Allocated: For Lease of Pool Car
EQUIP RENT- VEHICLES	6442101	Cost for lease of police vehicles
BUS TRANSPORTATION	6442200	Transportation program costs
ECON DEV. CONSORTIUM	6465100	Not budgeted this fiscal year
ECON DEVELOPMENT-CITY	6465200	Economic Development related expenses incurred by City staff and programs
USS RANGER EXPENSES	6465201	Not budgeted this fiscal year
ENTERPRISE ZONE MGMT-WOOD VILLAGE	6465202	Funds received for management of Enterprise zone and assigned to economic development
ECON DEV MEMBERSHIPS	6465300	GPI membership, Gresham Area Chamber Membership
ECONOMIC DEVELOP- EMEA	6465400	East Metro Economic Alliance Contribution
DEBT ISSUANCE EXP.	6470100	Administrative cost associated with Sewer Capacity debt
PRINCIPAL ARRA LOAN 2010	6470200	Principal paid on Well 9 Safe Drinking Water Revolving Loan Fund
PRINCIPAL/ BOND 2004	6470202	Debt retired FY 2013-14 by General Fund
PRINCIPAL/FVW LK SWR 2000	6470203	Debt retired in FY 2014-15
PRINCIPAL/ GRESHAM	6470205	Principal debt payment to the City of Gresham for purchased sewer capacity
INT ARRA LOAN -2010	6470300	Interest paid on Well 9 Safe Drinking Water Revolving Loan Fund
INT/ BOND 2004	6470302	Debt retired FY 2013-14 by General Fund
INT/FVW LK SWR 2000	6470303	Debt retired in FY 2014-15
INT/ GRESHAM	6470305	Interest debt payment to the City of Gresham for purchased sewer capacity
TRANSFER TO OTHER FUND	6491000	Transfer to General Fund per City Auditor
TRANSFER TO OTHER FUNDS	6491100	Not budgeted this fiscal year.
TRANS TO RECREATION	6491118	Transfer to Recreation Fund
TRANS TO GRANT FUND 40 MILE LOOP	6491123	Not budgeted this fiscal year
TRANS TO STREET	6491125	Transfer to Street Fund
TRANS TO PARK SDC	6491130	Transfer to Parks SDC Fund
TRANS TO WATER SDC	6491131	Transfer to Water SDC Fund
TRANSFER TO STORMWATER SDC	6491133	Funds transferred to storm water SDC Fund

Line Item Name	Account Number	Description
TRANSFER TO PARKS SDC	6491134	Transfer to Parks SDC
TRANS TO FACILITIES MAINT FUND	6491144	Transfer to Facilities Maintenance Fund for City Building Improvements
TRANS TO BLDG FUND	6491200	Not budgeted this fiscal year
ER CONTRIBUTION	6491601	Transfer to Equipment Replacement Fund for purchase of new equipment
ER CONTRIBUTION	6491602	Transfer to Equipment Replacement Fund for purchase of new equipment
ER CONTRIBUTION	6491603	Transfer to Equipment Replacement Fund for purchase of new equipment
ER CONTRIBUTION	6491604	Transfer to Equipment Replacement Fund for purchase of new equipment
ER CONTRIB	6491605	Contribution to Equipment Replacement Fund
ER CONTRIBUTION	6491608	Transfer to Equipment Replacement Fund for future capital outlay purchases
ER CONTRIBUTION	6491621	Transfer to Equipment Replacement Fund for future capital outlay purchases
ER CONTRIBUTION	6491622	Transfer to Equipment Replacement Fund for future capital outlay purchases
ER CONTRIBUTION	6491623	Transfer to Equipment Replacement Fund for future capital outlay purchases.
FMF CONTRIBUTION	6491708	Funds transferred to Facilities Maintenance Fund for future capital outlay purchases
FMF CONTRIBUTION	6491721	Funds transferred to Facilities Maintenance Fund for future capital outlay purchases
FMF CONTRIBUTION	6491722	Funds transferred to Facilities Maintenance Fund for future capital outlay purchases
FMF CONTRIBUTION	6491723	Funds transferred to Facilities Maintenance Fund for future capital outlay purchases.
GRANT MATCH	6491800	Not budgeted this fiscal year.
SPECIAL EVENTS CS- CHILI	6500101	City cont. - event coordinated by outside volunteer group
SPECIAL EVENT CS-CHRISTMAS TREE LIGHTING	6500102	City hosted annual Christmas Tree Lighting Event
SPECIAL EVENT CS-VETERANS DAY	6500103	Veterans Day Event
SPECIAL EVENTS CS- EASTER EGG HUNT	6500104	City hosted annual Easter Egg Hunt Event
SPECIAL EVENT CS-BIG TRUCK DAY	6500105	Not budgeted this fiscal year
SPECIAL EVENT CS- OTHER	6500106	Funds for other community outreach events
SPECIAL EVENTS CS- NNO	6500107	Annual Police National Night Out Event
SPECIAL EVENTS CS- FLICKS IN THE PARK	6500109	Summer Movies in the Park event
SPECIAL EVENTS CS-NEIGHBOR FAIR	6500110	Neighbor Fair
SPECIAL EVENTS CS - FAIRVIEW ANNIVERSARY	6500111	Fairview's 110th Anniversary on Incorporation Event
SPECIAL EVENTS CS - CHALK THE WALK	6500112	Chalk the Walk Event as part of Fairview on the Green
SPECIAL EVENTS DS- CHILI FEST	6500201	Not budgeted this fiscal year
SPECIAL EVENT DS- CHRISTMAS TREE LIGHTING	6500202	Donations to annual Christmas Tree Lighting Event
SPECIAL EVENT DS- EASTER EGG HUNT	6500204	Donations to annual Easter Egg Hunt Event
SPECIAL EVENTS DS - OTHER	6500206	Donations to other community outreach events
FISHING DERBY	6500210	Costs associated with Fishing Derby
COMMUNITY MOVIE NIGHTS	6500211	Costs associated with Community Movie Nights
GENERAL LIAB/PROP INSURANCE	6520100	Allocated: Property, General Liability, and Auto Insurance
CABLE TV	6530100	Allocated between PD/Finance/Admin- costs for cable TV in event of emergency
POSTAGE	6530200	Allocated and direct costs for postage
TELEPHONE-CH	6530300	Allocated: Telephone, voice mail, and fax services for City Hall
TELEPHONE- CITY SHOPS	6530301	City Shop telephone related expenses
ANSWERING SERVICE	6530302	On call answering service for after hours and weekends
WIRELESS TECHNOLOGY	6530400	Cell Phone/iPad & Wireless Access

Line Item Name	Account Number	Description
PUBLICATIONS	6540100	Costs for publishing ads in newspapers, magazines, and other publications
PRINTING	6550100	Costs for professional printing and design services for business cards, letterhead, catalogs, etc.
PRINTING-NEWSLETTER	6550101	Not budgeted this fiscal year as newsletter is printed in-house
TRAVEL-MEETINGS/ERRANDS	6580100	Cost for staff travel to attend meetings and complete errands
BANK FEES	6590100	Allocated: Costs for banking and credit card payment services
MERCHANT FEES	6590200	Cost related to credit card payment processing
CONVENIENCE FEES/CREDIT CARD	6590300	Cost related to credit card payment processing
OFFICE SUPPLIES	6610100	Office supplies from office supply vendors
OPERATING MATERIALS & SUPPLES	6610200	Costs for items related to the operations of the department.
UTIL. NOTIFICATION CTR.	6610201	Notification services for On-Call water emergencies
BLDG SUPP- CITY HALL	6610300	Allocated: Building supplies including coffee, toilet paper, etc. for City Hall
BLDG SUPP- CITY SHOPS	6610400	Allocated: Building supplies including coffee, toilet paper, etc. for Public Works Shops
GAS/HEAT- CH	6621100	Northwest Natural
GAS/HEAT- CITY SHOPS	6621101	Northwest Natural- City Shops
ELECTRICITY-CH	6622100	Portland General Electric
ELECTRICITY- CITY SHOPS	6622101	Portland General Electric- City Shops
FUEL	6626101	Costs for fuel for Pool Car and/or City PW vehicles
MEETING ATTENDANCE- CA	6630100	Cost for meeting attendance by City Administrator and/or Department Directors
MEETING ATTENDANCE-MAYOR	6630101	Cost for meeting attendance by Mayor
CONF- MEALS/LODGING	6630200	Costs for meals and travel to attend meetings by Staff
DUES/SUB/MEMBERSHIP	6650100	Membership dues to professional organizations
TRAINING & CONF.	6650200	Registration costs for conferences and trainings
COUNCIL TRAINING & CONF EXPENSES	6650201	Council related expenses including meals, shirts, nameplates, business cards, registration, meals, lodging etc.
LICENSES AND PERMITS	6660100	NPDES permitting and cost for continued compliance with NPDES Permit
SMALL TOOLS/MINOR EQUIP	6665100	Costs for small tools less than \$1000 each.
CD REFUNDS	6690000	Refunds for fees overpaid
WATER TESTING	6690104	Routine Monthly bacterial water testing along with other state mandated quarterly & annual tests
PUBLIC EDUCATION	6690109	Public education required under the City's NPDES Permit
PURCHASED WATER	6690110	Pmt. To Rockwood Water PUD for large customers within Fairview with RWPUD water service
WATER CONSERVATION	6690112	Costs to meet the requirements of the Water Mgmt. & Conservation Plan
WATER TREATMENT	6690116	Costs for treatment of water
ELECTRICITY-PUMPING	6690117	Electrical costs for sewage pumping at Interlachen, Blue Lake, FV Lake, and Marine Drive pump stations.
SEWER DISPOSAL	6690119	Amount paid to City of Gresham for sewage treatment (metered flows)
SCADA DATA SYSTEMS	6690136	Cost for SCADA services
WATER SYSTEM MAINTENANCE	6690198	Costs for misc maint and repair projects for the water, sewer and/or storm water systems.
FRANCHISE FEES	6690199	Franchise fee paid to the General Fund based on 6% of Gross Sales Revenue
BAD DEBT EXPENSE	6690200	Auditor amount for write-off off uncollectible utility bills turned to collections
COUNCIL EXPENSE - OTHER	6690210	Misc. Council Expense
COMMUNITY SUPPORT	6690220	Reimbursement for Troutdale Recreation Tuition Difference
RECREATION REGISTRATION ASSISTANCE	6690230	Assistance Program for Registration Costs
STREET MAINT. SERVICES	6690401	Work by Multnomah County on City streets (routine road maint: sweeping, stripping, crack-seal, etc.).



Line Item Name	Account Number	Description
STREET LIGHT TAXES	6690405	Cost of street lights on all City properties.
BUILDING INSPECTION SRVCS	6690502	Contracted costs for Building Inspection services.
ABATEMENT EXPENSE	6690601	Code violation abatement expense
SOLV AND OTHER VOL. EVENTS	6690602	Special Events - Partnered with City
RECYCLING PROGRAM-METRO	6690603	Costs for Metro recycling program
PARK MAINTENANCE	6690701	Expenses related to City park maintenance and upkeep
PARK PLANNING	6690703	Not budgeted this fiscal year
TREE MANAGEMENT	6690705	Expenses related to removal and cleaning up of trees in City parks
GRAFITTI REMOVAL	6690709	Expenses related to the removal of graffiti in City parks
COMMUNITY SUPPORT	6690901	Funding for Multnomah County Aging Services and East Metro Mediation Services
ACCREDITATION	6690906	Expenses related to maintaining accreditation of Police Department including annual dues
LEXIPOL- POICY UPDATES	6690907	Costs for Lexipol-policy manual updates
COUNTY BOOKING FEE	6690920	Fee imposed by Multnomah County Sheriff for use of holding facility for arrest
BOEC CONTRACT COSTS	6690924	Anticipated cost for Bureau of Emergency Communications (911 services)
FIRE CONTRACT COSTS	6690925	Costs for fire services with the City of Gresham.
CRIME PREVENTION	6690930	Crime prevention operational costs and other handouts
CRIME PREVENTION- TARGET GRANT	6690931	Grant applied for to use for crime prevention purposes.
SHOP W/COP	6690932	Grant from Target for Shop with a Cop Event
FIREARMS	6690933	Costs for ammunition for trainings and routine purposes
EVIDENCE MANAGEMENT	6690934	Costs for the operation of police evidence room and evidence systems
INVESTIGATE/CRIME	6690935	Costs for supplies and equipment needed at crime scenes and during investigations
JAG GRANT	6690937	Grant termed 2013
PD DONATIONS- DESIGNATED	6690938	Funds donated to the police department to purchase or in support of specific items or programs.
ST. HOMELAND SECURITY GRANTS	6690939	Grant applied for to pay for expenses directly related to improved Police radio communications
POLICE RESERVE EXPENSES	6690940	Costs for equipment, supplies and training related to reserves
TRAFFIC SAFETY	6690950	Costs related to traffic safety
RADIO COMMUNICATIONS	6690959	Costs for radio communications for Officer radios
RECORDS MANAGEMENT SYSTEMS	6690960	Costs for records management system
WIRELESS TECHNOLOGY- PD	6690961	Costs for wireless technology such as department cell phones
T1 LINE	6690963	Not budgeted as need for this expense no longer exist due to changed system
LIEN SEARCHES	6691000	Costs for Net Assets services related to title and lien searches.
GRANT- HALSEY ST PROJ	6700103	Project completed in 2012
CDBG GRANT	6700107	Grant awarded for sidewalk improvements in Old Town- "Historic Fairview"
GRANT- HALSEY CORRIDOR	6700109	Halsey Corridor Grant Project
BUILDING IMPROVEMENTS	6720100	Costs for improvements to Police Department area
COMMUNITY CENTER MAINT/IMPROVEMENTS	6720101	Costs for specified improvements to the Community Center
TRAFFIC SAFETY/POLICE EQUIP	6720102	Costs related to traffic safety
CITY HALL MAINT/ IMPROVEMENTS	6720103	Maintenance & Improvements on City Hall
HESLIN HOUSE MAINT/ IMPROVEMENTS	6720104	Costs for maintenance of the Heslin House (no improvements to be made)
BLDG REP. MAINT	6720105	Not budgeted this fiscal year
COMMUNITY CENTER MAINT/IMPROVEMENTS	6720106	Maintenance & Improvements on the Community Center



Line Item Name	Account Number	Description
PARK IMPROVEMENTS	6730100	Costs for projects outlined in Parks Master Plan and fund summary
STREET IMPROVEMENTS	6730101	Improvements to City streets
TRAFFIC CALMING	6730102	Traffic calming devices (i.e., speed bumps)
FOOT PATHS AND BIKE TRAILS	6730104	State required 1% of Gas Tax for footpaths and bike trails
SIDEWALK REPAIR PROGRAM	6730105	Funds to facilitate Sidewalk/Tree Program
PARK BENCH PROGRAM	6730106	Costs associated with the Park Bench Program
PARK IMPROVEMENTS	6730107	Expenses related to park improvements
WATER SYSTEM IMPROV.	6730200	Water, sewer, storm water, and/or sanitary sewer system infrastructure system capacity increasing projects
EQUIPMENT	6740100	Allocated and Direct: Costs for new equipment
EQUIPMENT- ADMIN	6740101	Not budgeted this fiscal year
EQUIPMENT-FINANCE	6740102	Identified capital asset purchases per equipment replacement schedules
EQUIPMENT-PW CS	6740103	Not budgeted this fiscal year
EQUIPMENT- PW PARKS	6740104	Identified capital asset purchases per equipment replacement schedules
EQUIPMENT- PD	6740105	Identified capital asset purchases per equipment replacement schedules
EQUIPMENT-STREET	6740114	Identified capital asset purchases per equipment replacement schedules
EQUIPMENT- WATER	6740121	Identified capital asset purchases per equipment replacement schedules
EQUIPMENT- SEWER	6740122	Identified capital asset purchases per equipment replacement schedules
EQUIPMENT- STORM	6740123	Identified capital asset purchases per equipment replacement schedules
BLDG EQUIPMENT- CH	6740200	Allocated: Costs for new City Hall building equipment.
BLDG EQUIPMENT-CITY SHOPS	6740300	Cost for new equipment for Public Works shops
BUILDING EQUP FOR CITY SHOP	6740400	Cost for new equipment for Public Works shops.
OFFICE EQUIPMENT	6740500	Allocated and Direct- Costs for new office equipment.
ENDING FUND BALANCE	6791000	Ending Fund Balance
FUND BALANCE- ASSIGNED	6791700	Funds assigned for capital asset purchases in future years
DEBT RESERVE	6793000	Fund balance restricted per the terms of the debt contract
CIP RESERVE	6794000	CIP Reserve
CONTINGENCY	6910000	For unforeseen events- cannot be used without City Council approval